



CITY COUNCIL AND LOCAL CONTRACT REVIEW BOARD AGENDA
Monday, August 3, 2015 - 6:00 P.M.
Council Chambers

The meetings of the Newport City Council and the Local Contract Review Board will be held on Monday, August 3, 2015, at 6:00 P.M. The meetings will be held in the Council Chambers of the Newport City Hall, located at 169 S.W. Coast Highway, Newport, Oregon 97365. A copy of the agenda follows.

The meetings location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

CITY COUNCIL MEETING AGENDA
Monday, August 3, 2015
Council Chambers

Anyone wishing to speak at a Public Hearing or on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the City Council Chambers. Anyone commenting on a subject not on the agenda will be called upon during the Public Comment section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

- I. Pledge of Allegiance
- II. Call to Order and Roll Call
- III. Public Comment
This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others

IV. Proclamations, Presentations, and Special Recognitions

Any formal proclamations or recognitions by the Mayor and Council can be placed in this section. Brief presentations to the City Council of five minutes or less are also included in this part of the agenda.

- A. Proclamation Honoring the 50th Anniversary of Hatfield Marine Science Center
- B. Proclamation Honoring and Recognizing the Life of Carol Rehfuss

V. Consent Calendar

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

- A. Approval of City Council Minutes from City Council Work Session and Regular Meeting of July 20, 2015 (Hawker)
- B. Accept the Resignation of Dennis Reno from the Regional Airport Review Task Force and Confirmation of Mayor's Appointment of Mark Fisher to the Regional Airport Review Task Force

VI. Communications

Any agenda items requested by Mayor, City Council Members, City Attorney, or any presentations by boards or commissions, other government agencies, and general public will be placed on this part of the agenda.

- A. From Councilor Allen - Reestablishing the funding for Non-Profit Funding Task Force

VII. City Manager Report

All matters requiring approval of the City Council originating from the City Manager and departments will be included in this section. This section will also include any status reports for the City Council's information.

- A. Authorization of a Temporary License Agreement with Lincoln County for a Meteorological Tower at the Decommissioned Landfill Property
- B. Discussion and Possible Scheduling of a Public Hearing on Regulation of Recreational Marijuana in the City of Newport
- C. Approval of Emergency Sewer Repair for the Sanitary Sewer at SW 5th and Woods Street
- D. Discussion Regarding Pool Bids

VIII.

LOCAL CONTRACT REVIEW BOARD
Monday, August 3, 2015

- A. Call to Order
- B. Notice of Intent to Award a Contract for SW Abalone and Brant Improvement Project

- C. Notice of Intent to Award a Contract for SE Ferry Slip Road Improvement Project
 - D. Notice of Intent to Award a Contract for Safe Haven Hill Tsunami Evacuation Improvement Project
 - E. Authorization of Task Orders with Chase Park Grants
 - F. Adjournment
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IX. Report from Mayor and Council

This section of the agenda is where the Mayor and Council can report any activities or discuss issues of concern.

X. Public Comment

This is an additional opportunity for members of the audience to provide public comment. Comments will be limited to five (5) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

XI. Adjournment



**A PROCLAMATION OF THE CITY OF NEWPORT RECOGNIZING
OREGON STATE UNIVERSITY'S
HATFIELD MARINE SCIENCE CENTER
ON ITS 50TH ANNIVERSARY**

WHEREAS, Fifty years ago, on June 19, 1975, Oregon State University opened its Marine Science Center; and

WHEREAS, on opening day, visitors were excited to see the new science center, especially the displays which were designed by well-known artist, Mark Sponenburgh, from OSU's Art Department; and

WHEREAS, during its first year, 50,000 people visited the Marine Science Center, and scientists were amazed by the public's questions and curiosity. It was this response that helped OSU cultivate its extensive marine extension and education program. OSU was one of the first four colleges designated as a Sea Grant institution; and

WHEREAS, Oregon Senator Mark Hatfield played a critical role in the development of the Marine Science Center. As Governor of Oregon in the 1960's, he was supportive of the concept and construction of the Marine Science Center, and as Oregon's five-term senator, he steered critical funding to Newport for the Center's buildings and programs. And, in 1983, in recognition of Hatfield's support, the Center officially became the Mark O. Hatfield Marine Science Center; and

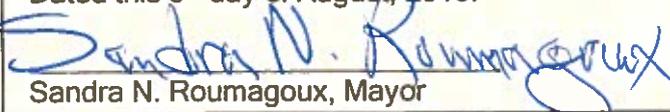
WHEREAS, in 2015, the Hatfield Marine Science Center celebrates 50 years of collaborative marine science on the Oregon coast; and

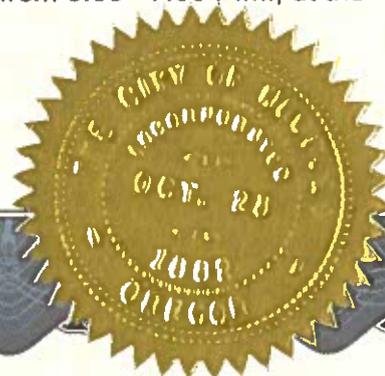
WHEREAS, building on a half century of excellence in marine sciences, OSU is now launching the Marine Studies Initiative which will blend the natural and social sciences, business, engineering, education, and the arts and humanities, including expanded opportunities for experiential transdisciplinary studies; and

WHEREAS, everyone is invited to help Oregon State University's Hatfield Marine Science Center celebrate 50 years in the City of Newport.

NOW, THEREFORE, I, Sandra N. Roumagoux, Mayor of the City of Newport, Oregon, do hereby recognize Oregon State University's Hatfield Marine Science Center and its contribution to the City of Newport. I encourage everyone to join in the 50th anniversary celebration on Friday, August 7, from 3:00 - 7:00 P.M., at the Marine Science Center.

Dated this 3rd day of August, 2015.


Sandra N. Roumagoux, Mayor





**A PROCLAMATION
HONORING AND RECOGNIZING THE LIFE OF CAROL REHFUSS
AND HER COMMITMENT AND SERVICE TO THE CITY OF NEWPORT**

WHEREAS, Carol Rehfuss, nee Carol Litchfield, grew up in Newport; daughter of Ken and Frances Litchfield. Ken Litchfield was one of Newport's first attorneys; and

WHEREAS, Carol Rehfuss graduated as valedictorian of the Newport High School, Class of 1952; and

WHEREAS, in 1952, Carol was selected as the first Miss Lincoln County, and subsequently competed in the Miss Oregon competition later that year; and

WHEREAS; after high school in Newport, Carol attended Willamette University, where she met John Rehfuss, who became her college sweetheart, and love of her life; and

WHEREAS, after graduating from Willamette University in 1957, Carol and John were married, and lived happily together for 57 years before John's passing; and

WHEREAS, Carol and John Rehfuss were very active in organizations in Newport and Lincoln County, and generously gave their time and money to a variety of community events over the many years they resided in Newport; and

WHEREAS, in 2011, Carol and John relocated to California to be closer to family, and on June 28, 2015, Carol passed away in San Diego, California. Carol was predeceased by her husband, John.

NOW, THEREFORE, I, Sandra N. Roumagoux, Mayor of the City of Newport, Oregon, do hereby honor and recognize the life of Carol Rehfuss, and her commitment and support of various community organizations, including the Pacific Communities Hospital Foundation, the Greater Newport Chamber of Commerce, the First Presbyterian Church, and the City of Newport.

Dated this 3rd day of August, 2015.

Sandra N. Roumagoux, Mayor

July 20, 2015
5:15 P.M.
Newport, Oregon

The City Council of the City of Newport met in a Work Session, on the above date, in the City Council Chambers, of the Newport City Hall. On roll call, Swanson, Engler, Busby, Sawyer, Saelens, and Roumagoux were present. Allen arrived at 5:33 P.M.

Staff attending was as follows: City Manager Nebel, City Recorder Hawker, City Attorney Rich, and Public Works Director Gross.

Also in attendance was Verena Winter from HDR Engineering

Nebel reported that Verena Winter would be making a presentation on the seismic evaluation of the Big Creek Dams.

Winter stated that the first 30 pages of the report contains the summary, with the remainder of the report containing supporting documentation. She made a PowerPoint presentation that included: an overview of the project; verification of the seismic deficiencies of the dams; corrective action alternatives; a project timeline from April 2011 to June 2015; engineering analysis/deficiency verification of both dams; deformation problem rather than a stability problem; alternatives for corrective actions related to storage capacity; five initial options with three remaining viable alternatives; option including raising and modifying the existing dam; a new roller compacted concrete dam; or a new embankment dam. She reviewed the three alternatives and recommended the roller compacted concrete dam. She recommended eliminating the option of raising the modifying the existing dam, and reported that the roller compacted concrete dam would cost approximately \$19,000,000, while the embankment dam, without the spillway, would cost approximately \$17,800,000.

Winter reported that a decision needed to be made on the advantages and disadvantages of both remaining options. She stated that while both dams have deficiencies, it is not economically feasible to save the lower dam. She noted that current and future water storage could be combined at the upper dam if it is enlarged. She added that both remaining options will comply with state earthquake standards.

Winter reported that the roller compacted concrete dam would include a spillway; involve less construction time; a smaller footprint; a better intake structure; less environmental impact; better seismic resiliency; and less maintenance than a new embankment dam.

A discussion ensued regarding next steps. It was noted that next steps include: a definition of the dam failure consequences; identification of appropriate design criteria; geotechnical verification; budgetary cost estimates; the start of the environmental permitting process; and a comprehensive survey.

Swanson asked what would happen if the lower dam was removed. Allen asked about dam resiliency, and what size of earthquake the dams could withstand. Gross noted that sustainability during an earthquake is related to duration of the earthquake. Allen asked

about the difference between annual maintenance costs of the two options. Gross reported that the city is required to maintain the vegetation, on the earthen dam, below a certain height, and control erosion and varmints. Swanson asked about the lifespan of the roller compacted concrete dam, and Winter noted that she would check with the dam safety personnel. Sawyer asked where the city would obtain funding. Gross reported that the actual cost of the dam would probably be closer to 50 million dollars. He noted that he is meeting with federal agencies now, but that there is some money for preliminary design, in this fiscal year, so that grant opportunities can be pursued.

It was noted that Council can do nothing or choose a course of action, but that a decision at this meeting is not a final decision on what will occur, simply direction to move forward and pursue every angle to help plan and fund the project.

Nebel noted that there are two motions for Council consideration at the regular meeting: one is to accept the report; and the other is to provide preliminary direction for staff to begin pursuing alternative two. Gross added that if direction was given to pursue alternative two, the roller compacted concrete dam, the next step would be to draft a scope of work with the consultant which would be brought back to the City Council for approval. Swanson asked Gross which of the two proposals that he preferred, and he noted that the ideal is the roller compacted concrete dam. He added that regardless of which option is chosen, the lower dam will be eliminated, and the upper reservoir will be larger. Swanson asked how long it would be before a report was made available to Council, and Gross reported that it would take at least a year.

Having no further business, the meeting adjourned at 6:04 P.M.

July 20, 2015
6:05 P.M.
Newport, Oregon

The City Council of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Allen, Sawyer, Engler, Busby, Saelens, Swanson, and Roumagoux were present.

Staff present was City Manager Nebel, City Recorder Hawker, City Attorney Rich, Community Development Director Tokos, Public Works Director Gross, and Police Chief Miranda.

PLEDGE OF ALLEGIANCE

Council, staff, and the audience participated in the Pledge of Allegiance.

PROCLAMATIONS, PRESENTATIONS, AND SPECIAL RECOGNITIONS

Proclamation - Recognizing the 26th Anniversary of the Americans with Disabilities Act. Roumagoux proclaimed July 26, 2015 as Americans with Disabilities Act Awareness Day. She read the proclamation into the record.

Presentation by the Police Department on the New Body Cameras Worn by Officers. Sergeant Sarazin made a PowerPoint presentation regarding the operation of the new body cameras worn by Newport Police Officers. He reviewed what they are; why they are used; and where the videos go. He responded to Council questions.

CONSENT CALENDAR

The consent calendar consisted of the following:

- A. Approval of City Council minutes from the work session and regular meeting of June 15, 2015, the special meeting of June 29, 2015, and the Town Hall meeting of June 29, 2015;
- B. Approval of a favorable recommendation to the OLCC to grant a winery new outlet liquor license to Noble Estate Vineyard, LLC at 146 SW Bay Boulevard;
- C. Ratification of the Mayor's appointment of Councilor Engler to the Lincoln County Transportation Services District Advisory Committee;
- D. Approval to surplus and sell a 1987 Amertec ARFF truck.

MOTION was made by Engler, seconded by Sawyer, to approve the consent calendar with the changes to the minutes as noted by Allen. The motion carried unanimously in a voice vote.

COMMUNICATIONS

From HDR Engineering, Inc. - Presentation and Possible Adoption of Resolution No. 3724 Accepting the Seismic Evaluation of the Big Creek Dams No. 1 and No. 2. Hawker introduced the agenda item. Nebel reported that the city operates two reservoirs as part of the raw water supply that feeds the city's water system. He stated that during the construction of the new water treatment plant, it was discovered that soils adjacent to the Big Creek Dam No. 1 (lower dam) were geologically unstable and required significant modifications to the design of the foundation of the new water plant. He added that it also raised concerns regarding the stability of the dam structures in the event of a seismic event impacting Newport. He noted that HDR Engineering, Inc. was retained to conduct a geotechnical evaluation and seismic stability assessment for both the upper and lower dams. He stated that the preliminary study showed that both dams were at significant risk of failure during a moderate seismic event. He added that as the result of this initial evaluation, the Oregon Water Resource Department Dam Safety Division elevated Big Creek Dams No. 1 and No. 2 as the second and third most critical dam structures in the state. He added that in May of 2013, HDR Engineering, Inc. was selected as the engineer of record for a dam study and design. He noted that through the city's grant consultant, Chase Park Grants, \$250,000 was secured from the Oregon Water Resource Department (OWRD) Water Conservation/Reuse and Storage Grant to offset the cost of the study. He stated that it was especially beneficial to the city in that the grant award allowed the city to count funds spent on earlier work to satisfy the city's grant match.

Nebel reported that HDR Engineering, Inc. has concluded its evaluation, and that a copy of the report can be viewed on the city's website. He stated that the report reviews a number of alternatives, with the most cost effective alternative being the construction of a new dam structure between Dams No. 1 and No. 2. He noted that this structure would be constructed by excavating the native soils down to bedrock, and constructing the new dam out of rolled compacted concrete. He added that this structure would take a smaller footprint requiring less excavation than a new embankment dam. He stated that for planning purposes, the cost for this alternative would be approximately \$19 million dollars. He noted that this structure would be less susceptible to seismic or hydraulic damage and would provide a much higher level of protection from flooding that would occur from a dam failure, and would assure a source of drinking water for the city following a significant seismic event.

Nebel reported that Verena Winter, Project Manager for HDR Engineering, is attendance and will be presenting the report findings to the City Council. He recommended that, after the presentation, the City Council formally accept the report by adopting Resolution No. 3724. He also recommended that Council authorize staff to initiate preliminary design for alternative no. 2. He noted that with the significant attention of the potential for a Cascadia Subduction Zone event to occur in the Pacific Northwest, there may be greater opportunities to take advantage of funding if the city is in a position to go forward with a specific resilience project in the future. He stated that it is appropriate that the city continue moving forward with this effort to place itself in position to take advantage of any funding opportunities that may occur in the next few years. He added that this is a significant amount of money, but due to risk factors and the need to secure a reliable source of raw water in the event of a major seismic event,

it is important that the city continue moving toward addressing a known weakness within the its infrastructure.

Verena Winter, Project Manager for HDR Engineering, Inc., made a brief PowerPoint presentation regarding the seismic evaluation of the Big Creek Dams, including an overview; seismic deficiency verification; alternatives for corrective actions; storage capacity; alternatives for corrective actions; alternative one, raising and modifying the existing dam; alternative two, a new roller compacted concrete dam; alternative three, a new embankment dam at the same location as the proposed roller compacted concrete dam; related structures; comparison of all alternatives; the elimination of alternative one, raising and modifying the existing dam; preliminary environmental review; cost estimates of \$19,000,000 for both remaining alternatives, which were for comparison only rather than for budgeting; next steps, including pre-design; defining the dam failure consequences; design requirements for dam; geotechnical verification; budgetary cost estimate; environmental permitting process; comprehensive survey of the dam site and access roads; and an update to the Emergency Action Plan.

Busby noted that there are three issues, and the first one is acceptance of the study. He stated that he has had the 561-page report for three days, and has not had an opportunity to fully understand the document. He noted that he needs additional time before being asked to make a decision. He stated that the second issue is that Council needs a benefit analysis before making a decision. He asked what the city would get for a new dam, and noted that hard data is unavailable. He asked what the percentage is for a catastrophic failure of the existing dam, and whether it is worth \$50,000,000 to go forward. He stated that the third issue is that \$50,000,000 is a lot of money, and if Council is going to make decisions of this magnitude, the public needs to be involved. He added that a public hearing is needed on this issue.

Allen noted that the report is detailed, but that voting affirmatively on the adoption of a formal resolution means that he fully understands what he is accepting. He stated that the cost/benefit analysis is an issue. He added that another issue is the current longevity of the existing dam given minor issues. He stated that a catastrophic earthquake will destroy everything. He noted that public involvement is another issue. He asked whether Council could agree that of all the alternatives, number two looks best, and have staff put together a scope of work and some estimates. He stated that having additional information on the preferred alternative, along with more time to review the study, would be helpful in making a decision.

Nebel asked Gross whether there is any issue in delaying the acceptance of the report at tonight's meeting. Gross noted that, at some point, both need to take place. He stated that if Council is not interested in moving forward, there are no agencies that will provide funding, and added that the acceptance of this report is the approval of the city to move forward. Gross stated that he has graphs that demonstrate how structures would fail, and added that he may be able to provide what level of earthquake that these structures are designed to handle. Allen asked how much time would it take to have a scope of work brought back, adding that having option two more thoroughly analyzed might be helpful. Nebel asked Gross when this additional information could be ready for Council review before action. Gross noted that the public process component would take place after the completion of the preliminary design.

Nebel suggested an alternate at the second meeting in August to allow staff time to provide additional information, and to allow time for Council to review the report and

formulate questions.

MOTION was made by Allen, seconded by Swanson, to direct staff to provide a more comprehensive resiliency study of old versus new structures at the second meeting in August. Nebel noted that if this motion passes, staff will provide a report containing additional information. He asked that questions be funneled to him, which he will share with Gross, for a response prior to the August 17 meeting. The motion carried unanimously in a voice vote. Busby asked whether alternative two provides more capacity than the other alternatives, and Winter noted that all alternatives provide the same capacity.

CITY MANAGER REPORT

Approval of the Donation of City Property to Habitat for Humanity. Hawker introduced the agenda item. Nebel reported that in the fall of 2014, the City Council requested staff to review whether Habitat for Humanity could be a recipient of donated city land to build affordable housing in the city. He stated that following this discussion, it was determined that if Habitat could comply with ORS 271.230 and Section 2.25.090 of the Newport Municipal Code, then the city could transfer property at no cost to a qualified non-profit for the purpose of constructing affordable housing on surplus city property. He noted that in March of 2015, Sally Bovett, Executive Director of Habitat for Humanity of Lincoln County, approached the City Council to make it known that Habitat for Humanity is interested in pursuing surplus city property for building affordable homes in Newport. He added that as a result of that meeting, a letter was submitted by Sally Bovett to the Planning Commission, and a revised proposal was later submitted to address questions and issues raised at the Planning Commission meeting. He stated that the Planning Commission consequently recommended that the City Council consider transferring this property. He noted that the City Council held a work session on June 15 to discuss this issue, and at that meeting, Council requested that the Lincoln Community Land Trust be contacted since they had also expressed an interest in obtaining city property for workforce housing construction. He added that the Board of Directors of the Land Trust has provided a letter of support for the city proceeding with Habitat for Humanity on this project.

Nebel reported that the property that would be conveyed is located southeast of City Hall adjacent to SW 10th Street, Pine Street, and Hatfield Drive. He recommended that Council approve the request.

Mark McConnell urged City Council support of the land donation.

Chris Boyle urged City Council support of the land donation.

Kathy Jones urged City Council support of the land donation.

Linda Broder urged City Council support of the land donation.

Denver, Sheryl, and Trenton Reeves urged City Council support of the land donation.

Sally Bovett urged City Council support of the land donation.

Engler asked how these properties were selected. Bovett stated that she was told, through other connections, that this property might be available, and she approached the city regarding the land donation. She added that Habitat for Humanity has been trying to build in Newport for years.

Sawyer asked Tokos how long it takes before taxes are paid on the property. Tokos

explained that the property only transfers when a certificate of occupancy is issued. Sawyer asked for an estimate of SDC's per unit, and it was noted that these fees would be approximately \$10,000 per unit. Bovett stated that the entire budget, per home, including land, is \$100,000. Sawyer added that some of the lots had been obtained for parking for City Hall. It was noted that very few cars could be accommodated at this location, and that there would be a problem with cars competing with pedestrians crossing Tenth Street. Gross stated that the cost per parking space is prohibitive.

Allen stated that, in follow-up to the previously-held work session, he wanted to make sure that the Lincoln County Land Trust had formally indicated that they had no interest in the property and that there was not a conflict. He also asked what other governmental entities had provided property for Habitat for Humanity. He noted that the materials indicated that the City of Lincoln City had donated lots to Habitat for Humanity, but that in information received from the Lincoln City City Recorder, it shows that the City of Lincoln City sold five lots to Habitat for Humanity for approximately \$20,000 each for a total of \$100,000. Bovett reported that the City of Lincoln City provided five lots for \$95,000, so the donation was half the value of the lots. Bovett indicated that Habitat for Humanity took Treasury STRIPS in 2002 to pay off the note in 2007. She added that Habitat for Humanity gave one of the lots back and kept four lots all of which have homes on them. She noted that at that time, the SDCs were also waived. Allen asked about the 20-year period for maintaining the inventory for workforce housing. Allen noted that the statute and ordinance provide for at least 20 years, and the question is, does the city want to donate for a specific purpose, and asked whether the time frame should be extended. Bovett reviewed the model for providing home opportunities, noting that it allows for personal growth to be earned through equity. She added that the 20-year limit is the city's limit, and that she would not want to extend the time frame based on philosophy.

Engler asked whether it is possible to waive SDC's for non-profit organizations. Tokos noted that would be inconsistent with the current methodology. She asked whether all city properties had been reviewed related to what properties might be suitable for what uses. Tokos noted that properties had been reviewed with Council, along with specific conversations regarding properties that might be possible for residential uses. Engler stated that while she supports Habitat for Humanity, she thinks that giving away city property in the core of downtown is difficult. She added that location is the issue, and she does not think that this location is the best property to give away right now. Bovett responded that it is the best location for families due to the location next to the recreation center and swimming pool. She added that the property has not been used since 1940. Engler stated that she has a problem giving the property away. Bovett suggested looking at the economic investment the city has in affordable housing, and noted that this is a great opportunity for the city.

Roumagoux stated that she sees five lots and five homes, and that trumps a parking lot.

Saelens stated that he does not disagree with Roumagoux. He noted that as a new Councilor two years ago, Council looked at all city property with the intent of looking at the best use for those properties in the future. He stated that quite a bit of time was spent looking at larger properties. He suggested possible multi-family units. He added that he feels uncomfortable voting yes this evening without further discussion.

Sawyer stated that there is not much the city can do with the lots, and if it wanted to

do something long-term, it would have to acquire numerous lots around these lots. He added that the city needs to do something to break the cycle of subsidized housing, and tonight is a good time to do it.

Busby stated that he believes that Habitat for Humanity is a great organization, but believes that the city should not subsidize housing. He added that it bothers him that only five families will benefit from this. He noted that the city could best use the money by paving a block of street. He added that this is a heavy singular charitable donation. He noted that the city should sell the property at the right price. Bovett noted that the City Council talks about investing in affordable housing, and asked how it expects to do that. She added that she is frustrated in hearing about how important affordable housing is with no action. She noted that the city will collect SDC's on the development of the properties, and they will be added to the tax rolls. She stated that five homes in this area will benefit children far greater than paving a road. She added that at some point, someone has to say that this is a valuable and important issue, and invest in it.

Saelens asked about the placement of multi-family buildings on the property, and Tokos stated that the property is zoned R-2 and that duplexes are permitted.

Allen asked Bovett whether she had a sense, nationwide, of how much property is coming from private individuals versus public entities. Bovett noted that the public entities donating property have made it a priority. Allen asked Bovett whether private individuals have made donations. Bovett confirmed that private individuals have made donations.

Nebel noted that Council had met in the fall and discussed the surplus of these lots. He added that during those meetings, the City Council generally indicated that it wished to pursue this issue. He stated that staff has pursued the issue and developed an agreement that meets the city requirements. He added that affordable housing is a big issue, and employers are hiring staff that cannot live in Newport. He noted that this solution is not perfect, but will result in affordable housing in the heart of Newport. Tokos reported that many different strategies had been pursued, including accessory dwelling units, manufactured housing, revolving loans, and other tools. He added that all strategies need to be pursued to address this difficult problem.

Allen asked whether there is a reason to look at three lots rather than starting with one. Nebel noted that these properties were identified as surplus during a City Council review. Tokos noted that two of the lots are attractive for duplex construction, and the lot on the south side of Pine Street could have a single-family residence, but he reiterated that none would be turned over to anyone until a certificate of occupancy was issued. He added that staff would be working on cleaning up right-of-way boundaries on Pine Street, while protecting utilities and easements.

Engler stated that this effort smacks of piecemeal planning. She added that she thinks that Habitat for Humanity should identify other properties, and suggested that all plans be settled before giving property away.

MOTION was made by Swanson, seconded by Sawyer, that the City Council determine that the city- owned property identified as Lot 7 and Lot 8, Block 40; a portion of Lot 13 and 14, Block 41; and Lot 3 and Lot 10, Block 33, Case and Bayley's Second Addition to the City of Newport, is surplus and not needed for public purposes; and authorize the City Manager to execute the conveyance of said property from the City of Newport to Habitat of Humanity of Lincoln County for the development of affordable housing, in accordance with the terms outlined in the agreement. Allen stated that,

similar to Engler and Busby, he supports Habitat for Humanity, but would like to see this in other plans. The motion carried in a voice vote with Busby, Allen, and Engler voting no.

Final Approval for Support and Financial Participation in an Application for a NOAA Coastal Resilience Grant by Lincoln County. Hawker introduced the agenda item. Nebel reported that on June 15, the City Council heard a report from Lincoln County Emergency Manager Jenny Demaris, and Lincoln County School District Safety Coordinator Sue Graves, regarding an opportunity to apply for funding for the NOAA Coastal Resilience Grant in the amount of \$1.5 million. He stated that of this amount, \$500,000 would be from local funds and in-kind matching funds with \$1 million being provided by NOAA. He noted that Demaris indicated that the local match would be covered by the Lincoln County Board of Commissioners utilizing their annual Public Safety Emergency Grant Program of \$30,000 per year toward this project for four fiscal years. He stated that in addition, Demaris and Graves would be requesting that other governmental entities provide matching funds which would range from \$2,500 for sponsorships spread over four fiscal years from a small agency, and up to \$5,000 per fiscal year from the larger governmental units. He noted that the city routinely receives \$5,000 annually for both the Police and Fire Departments from the county grants for small emergency management projects which the city matches with an equal amount of money. He noted that if this grant is awarded, the funds would be redirected toward this specific project. He stated that overall, the impact of this project on the city and Lincoln County would be very significant, and would provide real measures for our citizens in case of a major natural disaster affecting the Oregon coast. He noted that he has reviewed this with both Miranda and Murphy who support redirecting these funds for this purpose if the grant is awarded.

Nebel reported that on June 29, the City Council gave preliminary approval to financially participate in the local match with Lincoln County, in the amount of \$20,000, that could be provided in installments over four fiscal years.

Nebel reported that if the grant is awarded, the funds will be used for: 1. the purchase and placement of 100 disaster supply caches throughout Lincoln County; 2. the development of an emergency water plan that will review current water systems throughout the county to determine the capability to provide purified water during catastrophic events; and 3. the development and implementation of a citizen and business emergency water education plan to include resilience building in homes and businesses.

Nebel reported that this grant opportunity could be very significant for all of Lincoln County, and he recommended Council approval.

Saelens stated that he has a potential conflict of interest because of his work with the Solid Waste Advisory Council and his county job. He added that his reaction to this request is unrelated to his professional work at the county.

Sawyer stated that this work was done in Siletz three years ago, and that Newport is behind the curve. He added that this is money that the city would be receiving regardless.

MOTION was made by Engler, seconded by Sawyer, to authorize the City Manager to submit a Supporting Partner Commitment Form for a NOAA Coastal Resilience Grant being requested by Lincoln County committing the City of Newport to provide a total of

\$20,000 allocated over four fiscal years, if the grant is received. The motion carried unanimously in a voice vote.

Report on the Hedge at 58th and Rhododendron Streets. Hawker introduced the agenda item. Nebel reported that Rennie Ferris addressed Council regarding the hedge at 58th and Rhododendron Streets. He noted that there is a requirement to keep a clear vision zone with vegetation below three feet within the clear vision zone corners on private property and in the public right-of-way. He added that this property owner has installed a six-foot fence which is in violation of the city's code provisions for fences falling within the front yard of a residential structure. He noted that the city's Code Enforcement Officer is notifying the property owner of these issues. He stated that from a general enforcement standpoint, the city prioritizes ordinance enforcement with health and safety issues being of the highest priority, but that the city also attempts to act on a complaint basis for many non-health and safety issues occur that throughout the city.

Discussion Regarding Fluoridation of the City's Water System. Hawker introduced the agenda item. Nebel reported that earlier this year, Gary Lahman and Bill Wiist of the Lincoln County Public Health Advisory Board met with him regarding the addition of fluoride to the city's drinking water. He stated that they indicated that fluoride appears to have been discontinued when a former Water Treatment Plant Supervisor stopped adding fluoride to water over safety concerns as to how the system was set up in the old water plant. He added that as a result, fluoride has not been part of the city's water system for the past decade.

Nebel reported that the history of fluoride in Newport dates back to August 23, 1960, when the city called for a special election to obtain the advice of citizens on whether to add fluoride to the drinking water. He stated that this election was approved by the voters with 1,070 voting yes, and 1,049 voting no. He added that, at that time, the City Council initiated various steps to go forward with the necessary equipment to add fluoride to the drinking water. He noted that a citizen group, at that time, petitioned the Council not to proceed with this change, and ultimately, the citizen group obtained enough signatures on a petition to initiate a vote to amend the City Charter to prohibit the fluoridation of the city water system. He stated that the citizens turned down the amendment on a vote of 704 yes, and 789 no. He noted that in anticipation of a favorable outcome, the City Council bid the equipment necessary to feed fluoride into the water system, and conditioned the bid upon being able to cancel the order if the Charter provision was approved by the voters.

Nebel reported that fluoride continued uninterrupted until 2005 when it was discontinued from the system. He stated that as part of the budget deliberations, he had requested that Gross provide an estimate for the cost of providing the containment necessary for fluoride as well as the fluoridation equipment for the plant. He noted that the cost was \$300,000, and that he did not recommend the funding be included in the budget adopted in June. He added that he indicated to the Budget Committee that he felt this issue would be better served by being handled outside of the budget discussions, since there are strong feelings on both sides of the issue. He stated that he had also indicated at that time, that he would provide a report to the City Council at the July 20 meeting to kick off a discussion on how to proceed with this public policy issue.

Nebel reported that Hawker and others have done research to fill in some of the

gaps that exist as to how the decision to cease adding fluoride was made. He stated that Patricia Patrick-Joling recalls a discussion, while she served on the City Council, regarding fluoridation of the city's water system, but that Hawker has checked past minutes and can find no discussion items where the Council took any action on discontinuing adding fluoride to the water system. He added that he spoke with former Councilor, Peggy Sabanskas, who also recalled a discussion regarding this issue. He noted that, again, in checking past Council minutes, there has been no reference to this discussion that we have been able to find. He stated that there was a task force on drinking water quality, but that staff has been unable to locate any notes from those discussions. He added that staff has concluded that the discussion on fluoridation may have been at that type of meeting instead of at a Council meeting.

Nebel reported that in regard to the design of the new plant, former Public Works Director, Lee Ritzman, indicated to us that there was an intent to include the provisions for adding fluoride to the new plant, but when the plant was over budget, decisions were made as to what components would be eliminated from the project during the design phase, and one of those issues included the fluoridation equipment. He stated that these modifications appear to have been authorized by the City Manager at the time.

Nebel reported that in reviewing these issues, Resolution No. 1165-A provides for adding fluoride to the water supply. He stated that there is no evidence of any Council action rescinding this motion or redirecting staff on this matter. He noted that as a result, it would appear that Resolution No. 1165-A continues to be the last legislative direction provided by the City Council on the issue. He stated that Rich has advised that since fluoride has not been added to the water supply for a decade, the Council is free to take whatever appropriate steps they would like on the matter.

Nebel reported that prior to the Council revisiting this issue, it may be appropriate for the Council to conduct a public hearing/public input process on the matter. He stated that based on the last legislative direction provided by the City Council in 1962, it is his position that the city should be adding fluoride to the water. He noted that based on the ten year gap in following this practice, it is appropriate to get public feedback prior to making a decision to continue on that path, or to rescind that resolution and continue the system without the addition of fluoride.

Nebel recommended that the City Council solicit public input on the fluoride issue, directing comments to the City Recorder via e-mail at publiccomment@newportoregon.gov or by mailing a written comments to: City Hall, 169 SW Coast Highway, Newport, Oregon 97365. He further suggested that Council schedule a public hearing at the September 8 Council meeting to solicit additional information prior to making a decision on the matter.

Nebel reported that if a decision were made to add fluoride to the water system, staff would need to proceed with the design and cost estimate for the actual installation of the equipment. He stated that it is likely that the earliest that fluoride equipment could be put back in place in the plant would be sometime in the 2016/2017 Fiscal Year. He noted that funding for engineering could be appropriated from the current year contingency to cover those costs. He added that if a decision were made to rescind the 1962 resolution, then staff would continue to not add fluoride to the water.

Allen noted that in 2010, it was mentioned that the elimination of fluoridation was a cost issue with the new plant, and that it was eliminated due to health issues in the old plant.

Rich noted that the report, in the packet, contains a statement that since fluoride has not been added to the water supply for a decade, the Council is free to take whatever appropriate steps they would like on the matter. He added that the ten-year passage of time is a fact, but not legally anything. Sawyer asked whether Council is obligated to adhere to the resolution since fluoridation was voted in by the residents. Rich noted that Council adopted a resolution; the initiative petition failed meaning that the prohibition on adding fluoride to the water also failed. He stated that if an ordinance was adopted, it would be more problematic.

Gary Lahman, Chair of the Lincoln County Public Health Advisory Board, addressed Council. He thanked staff for researching the fluoridation issue. He stated that there is a sample resolution in the packet that the Public Health Advisory Board adopted earlier this month. He reported that according to the Center for Disease Control, fluoridation is single most important issue in preventing tooth decay. He added that public health is changing, and the emphasis is more on preventative health and trying to prevent disease before it starts. He stated that 65% of public water systems fluoridate water. He added that he supports Nebel's recommendation of a public comment period. He noted that the science is without question, and that he will provide Council with all the scientific review articles to make a scientific decision. He introduced Rebecca Austen, Lincoln County Public Health Division Director, and Rachel Peterson, Health Promotion Program Manager, who were present to make a presentation.

Austen and Peterson distributed a packet with more details regarding community-wide fluoridation. They made a PowerPoint presentation that covered: what is fluoride; the discovery of fluoride as a tooth decay prevention product; the history of community water fluoridation; the top ten public health achievements of the 20th century; the percent of state populations with fluoridated water as of 2012; the percent of third graders who have had a cavity as of 2010 statistics; information indicating that Lincoln County is worse than the rest of the state for numbers of students who have had a cavity; fluoridation and oral health; and fluoridated water systems in the region (none in Lincoln County, but Corvallis, Philomath, Albany, Lebanon, and Sweet Home).

Susan Anderson addressed Council regarding her concern about everyone having fluoride. She stated that it may be appropriate for children, but may not be appropriate for every human. She added that she is concerned about the sources of fluoride as most is coming from China. She expressed concerns about water costs, and questioned whether more needed to be spent on fluoridation. She stated that Newport has an aging population, and some of the common health issues are osteoporosis and hyperthyroidism. She added that studies show that fluoride is not appropriate for people with osteoporosis and hyperthyroidism. She noted that putting fluoride in the water will be an additional cost for people needing to remove it, adding that a filter costs at least \$300. She suggested that a grant to educate the community regarding the benefits of fluoride for children might be appropriate.

Marletta Noe stated that she grew up here, drinking lots of water, but tooth decay in her family, was a matter of genetics. She added that it was her parent's responsibility to take her to the dentist. She noted that she would like to see this matter go to a vote of the people.

Jenny Stokes recommended a vote and public comment on the issue. She stated that she is concerned because studies have shown that the developing brain is a target for fluoride, and that fluoride lodges in different tissues.

Allen asked why the resolution of the Public Health Advisory Committee is directed only toward Newport and no other Lincoln County cities. Lahman stated that if all Lincoln County cities fluoridated, there would still be a significant number of others that will not get fluoride. Lahman added that the Public Health Advisory Committee would like to go to other cities, but if Newport reinstated that fluoridation practice that it had for 40 years, it would be a powerful incentive for other Lincoln County cities to follow that lead. Allen suggested amending the resolution to make it more county-wide.

Saelens asked whether large Oregon cities are fluoridating their water systems. It was reported that there is a list of approximately 46 cities, included in the previously-distributed packet, that fluoridate water.

Sawyer asked what the monthly cost to the homeowner would be if the city began fluoridating water. Gross stated that once the equipment is in place, the cost is for the chemical. Nebel noted that while it is a minor cost; it is more of a public policy issue, and that the equipment is the most expensive part of the process. Sawyer asked whether there would be funding available for the city if it opted to move forward with the purchase of fluoridation equipment. Austen noted that she could look into other options, but that the CDC provides technical assistance.

MOTION was made by Sawyer, seconded by Saelens, to request public comment on resuming the addition of fluoride to the city's drinking water, with written comments being due by Wednesday, August 26, and a public hearing being scheduled for Tuesday, September 8, 2015, on this matter. Allen noted that the language of the motion is indicative of moving toward resuming fluoridation, and added that he would like to have seen the motion more neutral. The motion carried unanimously in a voice vote.

Discussion Regarding Tourism Facilities Grant Remaining Funds. Hawker introduced the agenda item. Nebel reported that he had distributed a letter from Salmon for Oregon. He noted that a number of years ago, the City Council re-appropriated \$1,000,000 in Room Tax Funds that had originally been dedicated for the development of an event center. He stated that these funds have been distributed for a number of tourism infrastructure grant projects for various non-profit and governmental organizations since that time. He noted that, of the original amount, \$26,000 remains unappropriated. He noted that Council had reserved \$25,000 for Salmon for Oregon for the purchase of rearing cages and other infrastructure necessary to create a spring Chinook season in Yaquina Bay. He added that Salmon for Oregon has made a significant effort to convince the legislature to appropriate funding necessary to sustain such an operation. He stated that while a bill was introduced during the recent legislative session, that bill was not approved by the legislature. He added that the guidelines of the last round of funding provided that the project be ready to go within a prescribed time period. He noted that as a result, the original application was turned down by the City Council as recommended by the Tourism Infrastructure Review Committee, and by the City Manager. He stated that Salmon of Oregon appealed the initial decision of the City Council and the Council gave the group until June 30 to pull together the answers to a number of questions that were part of the initial review of their proposal. He added that without state funding, Salmon for Oregon is not able to go forward at this particular time. He recommended the commitment of \$25,000 of the remaining funding be terminated and that the City Council determine how to proceed with this last amount of funding that has been designated for tourism infrastructure projects.

Nebel reported that he is looking for direction. Saelens asked whether the funding needs to remain as grant money or for a tourism-related use. He asked whether there are projects that were not fully funded that could use the additional funding. Sawyer reported that at the end of the process, some groups wanted more money, but wanted to be fair to others. He suggested that the process be opened to previous grantees to use to finish projects. It was suggested that the process be limited to successful grantees from the last three years. It was the consensus of Council that the process be handled administratively, and to invite previous recipients to make a request. Nebel agreed to bring a recommendation to Council, for action, at the next meeting.

Scheduling a Work Session. Hawker introduced the agenda item. Nebel reported that he met with Roumagoux and Busby in a quarterly meeting as outlined in the evaluation process adopted by the City Council last year. He stated that one of the items that he presented to Roumagoux and Busby was a desire for the Council to prioritize a number of organizational issues that he believes are important for him to be working on during the next 18 months. He noted that it is clearly impossible to do everything at once, and that he would like clear expectations, from a timing standpoint, of what is most important to both him, as City Manager, and the Council. He stated that there is a list of issues for potential discussion at work sessions, including: the Farmer's Market, creation of a Youth Advisory Council in conjunction with Newport High School, the homeless problem in Newport and Lincoln County, potential involvement of the city in the Loyalty Days Parade, and beautification efforts.

Nebel stated that he thinks an extended work session should be scheduled at which the City Council could cover a range of these issues. He suggested a meeting lasting from 10:00 A.M. until 2:00 P.M., with a working lunch. He noted that if the Council is supportive of this lines, potential dates include Tuesday, August 4 and Friday, August 7.

MOTION was made by Allen, seconded by Engler, to schedule a work session on Tuesday, August 4, from noon until 3:00 P.M., in Conference Room A, to discuss prioritization of various issues facing the City of Newport. The motion carried unanimously in a voice vote.

Nebel reported that staff is working with the Postal Service and the Coast Guard to commemorate the 225th anniversary of the Coast Guard. He noted that a reception is planned on Tuesday, August 4 from 4:00 - 5:30 P.M., in the City Council Chambers.

LOCAL CONTRACT REVIEW BOARD

The City Council, meeting as the Local Contract Review Board, convened at 9:10 P.M.

Award of Contract to WH Pacific for Development of Airport Master Plan. Hawker introduced the agenda item. Nebel reported that the city has been successful in getting preliminary approval of an FAA Airport Improvement Program Grant to prepare a new Airport Master Plan. He stated that this planning process will cover an 18-month period, and that the FAA has a defined process that guides the consultant in completing the plan. He noted that this will include the establishment of a local review committee, in addition to the Airport Committee, and the City Council, which will play a role in the planning process. He stated that proposals were received and reviewed by an internal

selection committee in accordance with FAA requirements. He added that the selected consultant provided a cost estimate, noting that the FAA requires that contracting entities proceed to contract for a second estimate for purposes of determining fairness of the prices in the proposal from the selected consultant. He noted that the FAA is prepared to approve the contract.

Engler asked how this master plan will compare to the previous master plan. Engineering Technician Roman reported that this update will be much more comprehensive. Nebel reported that 90% of the update is funded by the FAA, and that \$35,000 will be paid out of this year's budget, and \$15,000 out of next year's budget.

MOTION was made by Allen, seconded by Busby, to award the Airport Master Plan contract to WH Pacific, in the amount of \$501,151, contingent upon final FAA approval, and award of an FAA Airport Improvement Program Grant for this purpose. The motion carried unanimously in a voice vote.

Notice of Intent to Award a Contract for Custodial Services. Hawker introduced the agenda item. Nebel reported that the city solicited proposals to provide custodial services for a period of three years with two additional periods of one year each for a total of five years. He stated that the requirements of the new contract have changed a bit from the previous contract, with the most significant change related to the elimination of the cleaning of the public restrooms that are located throughout the city. He noted that effective with this agreement, the city will assume maintenance responsibilities for those exterior restrooms. He added that the contract covers cleaning of the City Hall and Police Department, Senior Center, Airport FBO building, Water Treatment Plant, Wastewater Treatment Plant, Library, main Fire Station, and the Visual Arts Center. He reported that the low bidder is the current contractor, Associated Cleaning Services, Inc. with a monthly fee of \$5,822.

MOTION was made by Swanson, seconded by Sawyer, to approve a notice of intent to award a contract for custodial services for the City of Newport to Associated Cleaning Service, Inc., and authorize the City Manager to sign a contract between the City of Newport and Associated Cleaning Service, Inc. for a term of three years, with an option to extend for up to two additional one-year terms, at the city's discretion, contingent upon no protest after seven days. The motion carried unanimously in a voice vote.

Notice of Intent to Award a Contract for the Big Creek Pump Station. Hawker introduced the agenda item. Nebel reported that on June 24, two bids were received for the replacement of the Big Creek Wastewater Pump Station. He stated that this is the second phase of a multi-phased project to address various issues within the Agate Beach wastewater system. He added that this system has been plagued with aging capacity issues that has resulted in chronic failures and wastewater overflows. He noted that the station to be rebuilt is located off of Big Creek between the Best Western Hotel and Agate Beach. He stated that a new force main was constructed from this location south to increase capacity as part of this overall system plan, and that upgrading the lift stations are the next phase of this plan.

Nebel reported that the low bid came in 30% higher than the engineer's estimate for this project. He stated that there were only two bids for this project, and that staff, working with the consulting engineer, has reviewed this issue, and the consulting

engineer did discuss, with other companies that had taken out plans, to determine why they did not bid. He noted that the basic response was that after a number of soft years, there is a lot of work that these companies are bidding on and they did not have time to do this project. He stated that the contractors that did not bid felt this project was about a \$2,500,000 project according our consulting engineers, Brown and Caldwell. He noted that as a result of the bid evaluation, he does not believe the city would be served by rejecting the bids and rebidding. He added that with the critical nature of this work, he thinks it is important to move forward with this project with these bids.

Nebel reported that there are sufficient bond funds to cover this project, however, it may impact the city's ability to complete all of the projects that are included in this multi-year phasing through the Clean Water SRF Loan through the Oregon Department of Environmental Quality in the amount of \$8,906,800. He stated that in the alternative, the DEQ has indicated that they are seeing significant cost increases within the structural work and it may be possible to borrow additional funding through their program to complete all the work that is scoped in the original plan. Allen asked whether Gross is comfortable with the DEQ assertion that additional monies are likely available. Nebel noted that there are two options, including eliminating a project planned for this round, but that other funds might be available. He stated that either way, the city can manage a shortfall.

MOTION was made by Sawyer, seconded by Allen, that the City of Newport issue a Notice of Intent to Award the Big Creek Wastewater Pump Station Project to James W. Fowler, Co., Dallas, Oregon, in the amount of \$2,618,037, contingent upon no protests and the approval of bid documents by the Oregon Department of Environmental Quality; and authorize the City Manager to execute the contract after seven days in the event there are no protests on behalf of the City of Newport. The motion carried unanimously in a voice vote.

Approval of Contract Amendment for Chase Park Grants, LLC. Hawker introduced the agenda item. Nebel reported that the city has contracted with Chase Park Grants, LLC, since July 2012, and that Amendment No. 2 makes a couple of changes to the contract through June 30, 2016. He stated that the monthly fee is increased from \$5,330 per month to \$5,386 per month, and that these fees cover preliminary research on the applicable grants, corresponding timeliness, and grant criteria. He noted that the consultant participates in conference calls with city staff at least monthly to discuss research findings and specific grant opportunities and provide general grant related technical assistance for all these funds. He noted that in addition to the general services, specific projects are authorized by task order and are in addition to the fees paid as part of the general contract. He reported that overall, Chase Park Grants has been successful in securing significant funding for various city projects, and that Chase Park Grants provides all the support, preparation of materials, applications, and other items that would have to be done in-house, or by contract with a separate entity. He stated that Chase Park Grants has developed a very clear understanding of the city and works very closely with state and federal agencies to keep Newport on the radar as potential funding sources are being developed which should help with many long-term projects as well.

MOTION was made by Engler, seconded by Saelens, to approve Amendment No. 2 to the Grant Consulting Services Agreement with Chase Park Grants LLC, which

modifies the monthly compensation and clarifies the consultant's obligations through this contract. The motion carried unanimously in a voice vote.

RETURN TO CITY COUNCIL MEETING

The City Council returned to its regular meeting at 9:26 P.M.

MAYOR AND COUNCIL REPORTS

Roumagoux suggested, due to the late hour, to forego the Mayor and Council reports. Council concurred.

Saelens thanked staff for organizing and attending the neighborhood meeting at Wilder last week. He stated that the entire issue was due to a lack of information. He stated that the neighborhood is interested in seeing more plans on the bicycle pump track.

Sawyer requested to be excused from the August 17, 2015 City Council meeting. Council concurred.

PUBLIC COMMENT

Gary Lahman stated that he would leave a document, from the American Dental Association, which contains a concise review of scientific data associated with fluoridation.

Marletta Noe suggested spending \$300,000 to repair Big Creek Park.

ADJOURNMENT

Having no further business, the meeting adjourned at 9:30 P.M.

Margaret M. Hawker, City Recorder

Sandra N. Roumagoux, Mayor

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: V.B.
Meeting Date: 8/3/15

Agenda Item:

Confirmation of the Mayor's Appointment of Mark Fisher to the Regional Airport Review Task Force

Background:

Originally Dennis Reno was appointed as a member of the Regional Airport Review Task Force, but since that time we have received a written resignation, via e-mail from Mr. Reno. Mayor Roumagoux contacted Mark Fisher, who formerly served on the City's Planning Commission, and also worked for the FBO at the Newport Municipal Airport, to inquire if he would be interested in serving on the task force. Mr. Fisher graciously agreed to serve and will fill Dennis Reno's vacated position.

Recommended Action:

I recommend that the City Council confirm the Mayor's appointment of Mark Fisher to the Regional Airport Review Task Force, as part of the consent calendar for the August 3rd City Council meeting.

Fiscal Effects:

None.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager

From: Dennis Reno [<mailto:nyebeach@yahoo.com>]
Sent: Friday, July 24, 2015 8:58 AM
To: Peggy Hawker; Peggy Hawker
Subject: Airport

Mayor Sandy

Thank you so much for your confidence in appointing me to your Task Force for the Airport.

I will be traveling in and out of Oregon so much and I feel I would do you a disservice if I continued and did not step down from this prestigious appointment. Please except this note as my regretful resignation.

Sincerely,
Dennis Reno

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VI.A.
Meeting Date: 8/3/15

Agenda Item:

From Councilor Allen - Reestablishing the funding for Non-Profit Funding Task Force

Background:

At budget time, Councilor Allen had suggested that the budget include funding for non-profit organizations as had been done several years ago. I am including a copy of the guidelines that were previously used by the City for this purpose. Please note that the Budget Committee did not support the addition of this appropriation to the 2015-16 budget, and it was not included in the adopted budget by the City Council for this current fiscal year. Councilor Allen is suggesting that the Council consider reestablishing this program in the 2016/2017 fiscal year. I am also enclosing a copy of Councilor Allen's May 26 e-mail which outlines his thoughts on this matter. Please note that this e-mail was part of a chain of e-mails that ultimately lead to this item being placed on the August 3 agenda.

Recommended Action:

None at this time.

Fiscal Effects:

None for the current fiscal year. If this program is reinstated, then funding would be proposed for the 2016/2017 fiscal year budget.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager

RESOLUTION NO. 3556

A RESOLUTION ESTABLISHING A
NON-PROFIT FUNDING REVIEW TASK FORCE

Findings:

1. The City of Newport wishes to establish a competitive allocation program to help fund private non-profit social service agencies serving the city; and
2. The City Council has directed staff to initiate the process of establishing a task force to review funding requests from non-profit social service agencies serving the city.

NOW, THEREFORE, THE CITY OF NEWPORT RESOLVES:

Section 1. The City Council creates a Non-Profit Funding Review Task Force that will be comprised of five members, and preference will be given to city residents.

Section 2. The Task Force will be responsible for developing criteria for the competitive allocation program and forwarding the criteria to the City Council for approval by September 19, 2011.

Section 3. The Task Force will be responsible for soliciting and reviewing applications for funding, and making recommendations to the City Council for final approval by November 15, 2011.

Section 4. This resolution shall be effective immediately upon passage.

Adopted by the Newport City Council on August 1, 2011.

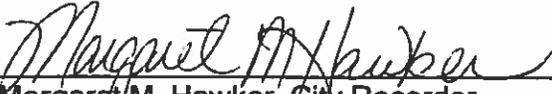
Signed on August 2, 2011.

CITY OF NEWPORT



Mark McConnell, Mayor

ATTEST:



Margaret M. Hawker, City Recorder



Mark McConnell, Mayor
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
m.mcconnell@newportoregon.gov
541-270-1313

To: Non-Profit Agency Representatives
Re: Fiscal Year 2012-2013 Funding
Date: July 5, 2012

Newport is pleased to announce a competitive allocation program to help fund private non-profit social service agencies within the City of Newport for the fiscal year 2012-2013.

An agency qualifies to make an application if it is a 501C(3) private, non-profit agency providing social services to either the general population of the City of Newport, or targeted segments of that population. Allocations can be made for on-going operational expenses, equipment purchases, capital improvements, and associated expenses, service improvements or expansions or any combination of the above. Allocations will be awarded by the City Council based on the recommendations of a Review Task Force appointed by the Council. Allocations will be announced no later than August 31, 2012.

Applications are due no later than 5:00 p.m. on August 3, 2012. Applications should be sent to:

Nicole Clark, Executive Assistant
City Of Newport
169 S.W. Coast Hwy.
Newport, OR 97365

NOTE: Application materials can be downloaded at www.newportoregon.gov

The Review Task Force will schedule informal meetings with applicants to allow 5-10 minute presentations on August 13, 2012 at 5:30 p.m. Meeting times will be scheduled in the order the applications are received. The Review Task Force will recommend funding allocations to the City Council. The criteria the Review Task Force and Council will generally use to review the applications include:

- ◆ Historical local support of agency's operations and activities.
- ◆ Record of service in City of Newport.
- ◆ Demonstrated sound financial and administrative capabilities.
- ◆ Unavailability of services through other sources.
- ◆ Avoidance of duplication of services from either governmental or other non-profit agencies.
- ◆ Experience in coordinating services with other agencies across spectrum of social services provided in county.
- ◆ Accessibility of programs and facilities in accordance with the Americans with Disabilities Act.

Further information on the allocation program may be obtained by contacting Nicole Clark at City Hall, 541-574-0603.

**2012-2013 City of Newport
Non-Profit Social Service Agency Allocations**

APPLICATION INSTRUCTIONS

1. Each Applicant should provide the following information:
 - 1.1. Copy of most recent Audit or Financial Statement, if available.
 - 1.2. List of Corporation Board Members.
 - 1.3. Application (attached*) which includes narrative description of agency and detailed identification of benchmarks that measure your delivery of services (number of people served, number of service referrals, etc.). An update on delivery of services funded by previous allocations should be included. There is no limit on requests, but applicants need to realize that resources are limited and numerous requests are expected. A Review Committee recommends allocations to the City Council and is not bound by the incremental amounts requested by applicants.
 - 1.4. Budget and actual expenditures for current fiscal year and proposed budget for next fiscal year, *i.e.*, July 1, 2012-June 30, 2013 (Revenue/Expenditure Budget attached*).
 - 1.5. Personnel information (Agency Personnel Summary attached*).

Submit one original application. Please **clip** the materials together. **DO NOT BIND THE APPLICATION**, as it will be copied for inclusion in a book for the Review Committee. **Please do not include blank unnecessary pages or brochures.** We can only include standard 8.5 x 11 pages in the book.

Applications and information are due by **5:00 p.m. on August 3, 2012**, to City of Newport, 169 SW Coast Hwy., Newport, Oregon, 97365. You may contact Nicole Clark for any information 541-574-0603.

****NOTE:*** *Attached forms are available in electronic form. Please download forms from city's website www.newportoregon.gov or e-mail Nicole Clark at n.clark@newportoregon.gov to request forms.*

NON-PROFIT SOCIAL SERVICE AGENCY ALLOCATIONS APPLICATION

Agency Name: _____

Mailing Address: _____

Contact Person & Title: _____

Phone Number: _____

E-Mail Address: _____

Federal Employer ID # _____

Total Requested \$ _____

1. Describe briefly the services provided by your agency to the citizens of Newport.

2. Describe the target client population (age, income, sex, special needs, family structure, qualifications, etc.)

3. How long has your organization been in existence?

4. What is your organization's goal or purpose in providing those services?

5. What is your organization's procedure for making client referrals for additional services and services you are unable to provide?

6. Describe any specific limitations or restrictions your agency faces in serving its clients.

7. How has the FY 2012-2013 agency budget changed from FY 2011-2012 (i.e., new programs started, significant changes in expenditures or funding sources, agency restructuring, etc.)?

8. How does your agency anticipate using the requested allocation? (i.e., toward which programs, toward salaries, etc.)

9. What new financial support has been solicited for your agency over the past 12 months and what were the results? Please limit the answer to items larger than \$2,500.

SOURCE	AMOUNT REQUESTED	RESULTS
<hr/>	<hr/>	<hr/>

10. Describe in detail how your programs and facilities are accessible under the Americans with Disabilities Act requirements. If not accessible, provide a plan for making programs and facilities accessible. Update any previous information you have provided to the City. The City reserves the right to verify compliance with this requirement by site visits or other means.

11. Who is responsible for collection of data and preparing reports for this agency?

**Total Agency
Revenue/Expenditure Budget**

AGENCY: _____

	(A) CURRENT FISCAL YEAR BUDGET	(B) PROPOSED FISCAL YEAR BUDGET	(D) % OF CHANGE
I. CARRYOVER			
II. REVENUE			
A. GOVERNMENTAL SOURCES			
Federal			
State			
City			
County			
CSC			
CCF			
COG			
TOTAL GOVERNMENTAL			
B. OTHER SOURCES			
Contributions			
Foundations/Grants			
Special Events/Sales			
Bequests			
Program Fees/Dues			
Investment Income			
Contract Income			
Other (Specify)			
TOTAL OTHER			
C. UNITED WAY SOURCES			
UWLC Allocation			
Other United Ways			
TOTAL UNITED WAY			
TOTAL REVENUE			
III. EXPENDITURES			
A. PERSONNEL			
Salaries			
Benefits			
Payroll Taxes, Etc			
TOTAL PERSONNEL			
B. OCCUPANCY			
Rent/Mortgage			
Utilities			
Phone			
TOTAL OCCUPANCY			
C. MATERIALS & SERVICES			
Professional Fees			
Postage & Shipping			
Office/Misc Supplies			
Repairs & Maintenance			
Equipment Purchases			
Printing & Publications			
Mileage			
Training/Conferences			
Volunteer Expense			
Assistance to Persons			
State/National Dues			
Advertising/Promotion			
Insurance			
Other (Specify)			
TOTAL MATERIALS & SERVICES			
TOTAL EXPENDITURES			
IV. REVENUE MINUS EXPENDITURES			
V. ENDING FUND BALANCE			
Restricted			
Unrestricted			
Land, Building, and Equipment			

FISCAL YEAR _____

TOTAL AGENCY ALLOCATION: _____

PROPOSED FISCAL YEAR _____

TOTAL AGENCY REQUEST: _____

Spencer Nebel

From: Spencer Nebel
Sent: Thursday, July 30, 2015 4:29 PM
To: Peggy Hawker
Subject: FW: June 1 agenda item

-----Original Message-----

From: David Allen
Sent: Tuesday, May 26, 2015 4:04 PM
To: Spencer Nebel <S.Nebel@NewportOregon.gov>
Cc: Peggy Hawker <P.Hawker@NewportOregon.gov>; Cindy Breves <C.Breves@NewportOregon.gov>
Subject: Re: June 1 agenda item

Spencer - for timing purposes with respect to budget adoption, I'd like to move the agenda item request below to the July 20 council meeting, which is the first regular meeting in July after the June 15 meeting (the July 6 regular meeting was previously canceled by council). Thanks. --David

-----Original Message-----

From: David Allen
Sent: Thursday, May 21, 2015 10:52 AM
To: Spencer Nebel; Peggy Hawker
Subject: Re: June 1 agenda item

Along with res. 3556, could you also include the following in the communication for the June 1 agenda item:

May 21, 2015

Spencer - now that the budget committee has approved the FY 2015-16 budget, subject to public hearing and adoption at the June 15 council meeting, I'd like to place a discussion item on the June 1 council agenda.

One of the issues discussed at the May 13 budget committee meeting, which I had previously raised, was to resume funding for non-profit social service agencies within the city. A motion that evening to appropriate \$10,000 for that purpose failed on a vote of 6 'yes' and 7 'no' (one budget committee member was absent). The city most recently had provided such funding in 2011-2012 through a grant application process, but it was discontinued in 2013.

Attached is the resolution from 2011 establishing a non-profit funding review task force, and the following is a link to the task force web page with links to the application package and task force minutes from 2011-2012:

<http://www.newportoregon.gov/citygov/comm/npfrtf.asp>

In light of the above, and separate from the vote at the May 13 budget committee meeting, I think this issue is a policy choice for the council, one way or another, just as it was back in 2011 when the council established the task force. Thanks. --David

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VII.A.
Meeting Date: 8/3/15

Agenda Item:

Authorization of a Temporary License Agreement with Lincoln County for a Meteorological Tower on the decommissioned landfill property.

Background:

Lincoln County has requested a license from the City of Newport in order to install a 198 foot tall meteorological tower on a two acre portion of City owned property near the decommissioned landfill. The license would be effective through September 30, 2017. The County would be responsible for installation, maintenance, decommissioning and returning the property to its original condition prior to the date the license expires. The purpose of the tower is to collect meteorological data to determine whether the area is a good candidate for future wind energy projects.

Recommended Action:

I recommend the City Council consider the following motion:

I move the Council find that the execution of this license agreement, authorizing the installation of a temporary meteorological tower on landfill property, is not contrary to the public interests and authorize the City Manager to execute the license as presented.

Fiscal Effects:

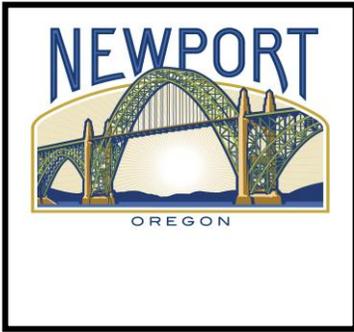
The license will be granted to the County without any cost for this demonstration project.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager



Agenda Item # VII.A
Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
City of Newport, Oregon

Issue/Agenda Title License Agreement with Lincoln County for a Meteorological Tower at the Landfill Property

Prepared By: Derrick Tokos Dept Head Approval: DT City Mgr Approval: _____

ISSUE BEFORE THE COUNCIL: Consideration of whether or not it would be contrary to the public interest for the City of Newport to enter into a license agreement with Lincoln County authorizing the County to install and operate a 198-foot tall meteorological tower on the city-owned, decommissioned landfill site at 7450 NE Avery St (Tax Acct #10-11-17-00-01300-00).

STAFF RECOMMENDATION: Staff recommends the Council proceed with the license agreement.

PROPOSED MOTION: I move the Council find that the execution of this license agreement, authorizing the installation of a meteorological tower on the landfill property, is not contrary to the public interest and approve of the City Manager signing the agreement, as presented.

KEY FACTS AND INFORMATION SUMMARY: Lincoln County is interested in installing a 198-foot tall meteorological tower on a 2-acre portion of city owned property at the far north end of Newport for the purpose of collecting data to inform whether or not the area is a good candidate for future wind energy projects. The site contains a solid waste transfer station operated by Thompson Sanitary Services and a decommissioned landfill. There are also undeveloped areas on the property, including the location where the County would like to place the tower, at the far southeast corner of the parcel.

The license would be effective through September 30, 2017. As the licensee, Lincoln County would be responsible for installation and maintenance of the tower. They would also be responsible for decommissioning the structure and returning the property to its original condition prior to the date the license expires. In addition to providing a location for the tower, the license agreement allows Lincoln County to use existing roads for access purposes.

A building permit is required for the installation of a tower of this size. The County has filed an application for the permit and that application is on hold pending the Council’s decision on the license agreement and the applicant submitting evidence that a licensed engineer has signed off on the specifications and plans for the structure.

Pursuant to Newport Municipal Code Section 2.25.070, the City Manager may authorize the transfer of an interest in real property, other than fee title or a lease, if the value of the transferred interest is less than \$25,000. That is the case here, based upon the temporary nature of the agreement and recent appraisals the City has obtained for fee right-of-way acquisitions it has made in this general area over the last couple of years. Since the license involves another governmental jurisdiction the matter has been scheduled for Council consideration with signing authority being delegated to the City Manager as envisioned under the Municipal Code.

OTHER ALTERNATIVES CONSIDERED: None.

CITY COUNCIL GOALS: This issue is not directly related to a Council goal.

ATTACHMENT LIST:

License Agreement
Property Deed (Instrument #200300678)
Record of Survey #CS 16665
Aerial Map
Building Permit Application

FISCAL NOTES: There are no direct fiscal impacts to the City of Newport.

LICENSE AGREEMENT

THIS LICENSE is granted by the City of Newport, Oregon (“**City**”) to Lincoln County, Oregon (“**Licensee**”), to provide access and use of a portion of **City** owned property described as Tax Lot 1300, Lincoln County Assessor’s Map 10-11-17-00, Lincoln County, Oregon further described as and shown on the attached map which is incorporated into this Agreement:

The Southerly 300 feet of Tract 3 as described in the Bargain and Sale Deed, recorded on January 1, 2003 as Document 200300678, Lincoln County Deed Records, the Northerly line of said Southerly 300 feet being parallel with the South line of said Tract 3. Situated in the Southeast quarter of Section 17, T10S, R11W, Willamette Meridian. This legal description was prepared with reference to CS 16665. Containing 2 acres more or less.

Licensee shall be allowed exclusive use of portion of the property described above and shown on the attached map (hereafter called the “licensed area”) for the purpose of locating, erecting and maintaining equipment (to include a Meteorological Tower (MET) and associated monitoring equipment) to observe and monitor wind and meteorological conditions in the area (hereafter this purpose shall be known as the “wind project”). Included with this license is the nonexclusive right to access the licensed area across the subject property through existing easement roads to transport, access and maintain the equipment for the duration of this license. During installation and maintenance **Licensee** and its contractors, agents, and employees are required to remain on the existing 30 foot access easement roads accessing the wind project site so as not to interfere with monitoring wells and piezometers for the closed Agate Beach Landfill. In addition, **Licensee** shall not bury any cables for the wind project tower on the side of the road where monitoring wells are located on the south side of the landfill. **Licensee** may, however, attach cables and block upper portions of the 30 foot access easement for the duration of the license in areas shown on the attached map. Central Lincoln PUD, owner of property to the south of the subject property and holder of access rights on the upper portion of the easement has agreed to allow temporary occupation of the easement for the duration of the wind project. All equipment must be removed and the ground returned to its original condition upon expiration of the license or termination of the wind project, whichever occurs first.

Licensee indemnifies and holds **City**, its agents, officials, and employees harmless from any claims, liability or damages, including but not limited to its costs and attorney fees, arising directly or indirectly from the use, installation or existence of the wind project. In addition, **Licensee**, its agents, and employees waive any right to make claims, or bring legal actions, of any kind or nature against **City**, its agents, employees, elected officials and representatives for any loss, damage, expense and liability for injuries to third party persons or damage to its property arising directly or indirectly from the use, installation or existence of wind project.

Except for the specific footprint of the wind project described above and the right to occupy the upper portion of the access easement, **Licensee's** use of the subject property is nonexclusive. **Licensee** agrees that its obligations under this Agreement will survive the termination, cancellation, revocation or expiration of this license.

Contacts for this License shall be:

Licensee
Lincoln County Board of Commissioners
225 W. Olive, Street, Room 110
Newport, Oregon 97365

City
Newport City Manager
169 SW Coast Hwy
Newport, Oregon 97365

This license is granted immediately upon execution by both parties and shall run until **Licensee's** wind project is completed or until **September 30, 2017** whichever comes first. It may be extended upon mutual agreement of the parties.

Licensee acknowledges that it has read, understands, and agrees to be bound by the terms of this license. **Licensee's** and **Licensor City of Newport's** authorized representatives shall execute this agreement.

Licensee: Lincoln County

Licensor: City of Newport

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Central Lincoln PUD
2125 North Coast Highway
Newport, Oregon 97365
Grantors Name and Address

City of Newport
810 SW Alder Street
Newport, Oregon 97365
Grantees Name and Address

After recording return to:
City of Newport
810 SW Alder Street
Newport, Oregon 97365

Until requested otherwise, send all tax statements to:
City of Newport
810 SW Alder Street
Newport, Oregon 97365

WTE 20-A097600-6

Related:
B241-P 566

10-11-17
1300

STATE OF OREGON) ss.
County of Lincoln

I, Dana W. Jenkins, County Clerk, in and for said county, do hereby certify that the within instrument was received for record, and recorded in the Book of Records of said county at Newport, Oregon.

Book _____ Page _____
WITNESS my hand and seal of said office affixed.

Dana W. Jenkins
DANA W. JENKINS, Lincoln County Clerk



Doc : 200300678
Rect: 300313 36.00
01/16/2003 03:15:53pm

BARGAIN AND SALE DEED
Property Line Adjustment

Central Lincoln People's Utility District, a municipal corporation, Grantor, conveys to the City of Newport, a municipal corporation, Grantee, the following real property situated in Lincoln County, Oregon, to-wit:

See Attached Exhibit A

This is a property line adjustment deed. In compliance with ORS 92.190(4) the following information is furnished: 1. The deed whereby grantor acquired title to the transferred property is recorded as Bargain and Sale Deed Book 362, page 280, Lincoln County Deed Records. 2. The deed whereby Grantee acquired title to the transferred property is recorded as Warranty Deed Book 225, page 59, Lincoln County Deed Records.

The true consideration for this conveyance is \$24,500.00.

Dated this 20th day of December, 2002.

This instrument will not allow use of the property described in instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate city or county planning department to verify approved uses and to determine any limits on lawsuits against farming or forest practices as defined in ORS 30.930

By: *Paul Davies*
Central Lincoln PUD, Paul Davies General Manager

By: *Mark Jones*
City of Newport, Mayor Mark Jones

Attest: *Peggy Hawker*
Peggy Hawker, City Recorder

STATE OF OREGON,)
) ss
County of Lincoln.)

This instrument was acknowledged before me on this 30
day of ~~December~~, 2002 by: Mark Jones as Mayor of the
City of Newport.

S Costamagna
Notary Public for Oregon
My commission expires: 12/5/06

STATE OF OREGON,)
) ss
County of Lincoln.)

This instrument was acknowledged before me on this 20
day of December, 2002 by: Paul Davies as General
Manager of Central Lincoln PUD.

S Costamagna
Notary Public for Oregon
My commission expires: 12/5/06

STATE OF OREGON,)
) ss
County of Lincoln.)

This instrument was acknowledged before me on this 3rd
day of January, 2003 by: Peggy Hawker as City
Recorder of the City of Newport.

S Costamagna
Notary Public for Oregon
My commission expires: 12/5/06



EXHIBIT A

LAND DESCRIPTION FOR THE ADJUSTED BOUNDARIES
OF THE CITY OF NEWPORT TRACT - TAX LOT 1300

TRACT 1

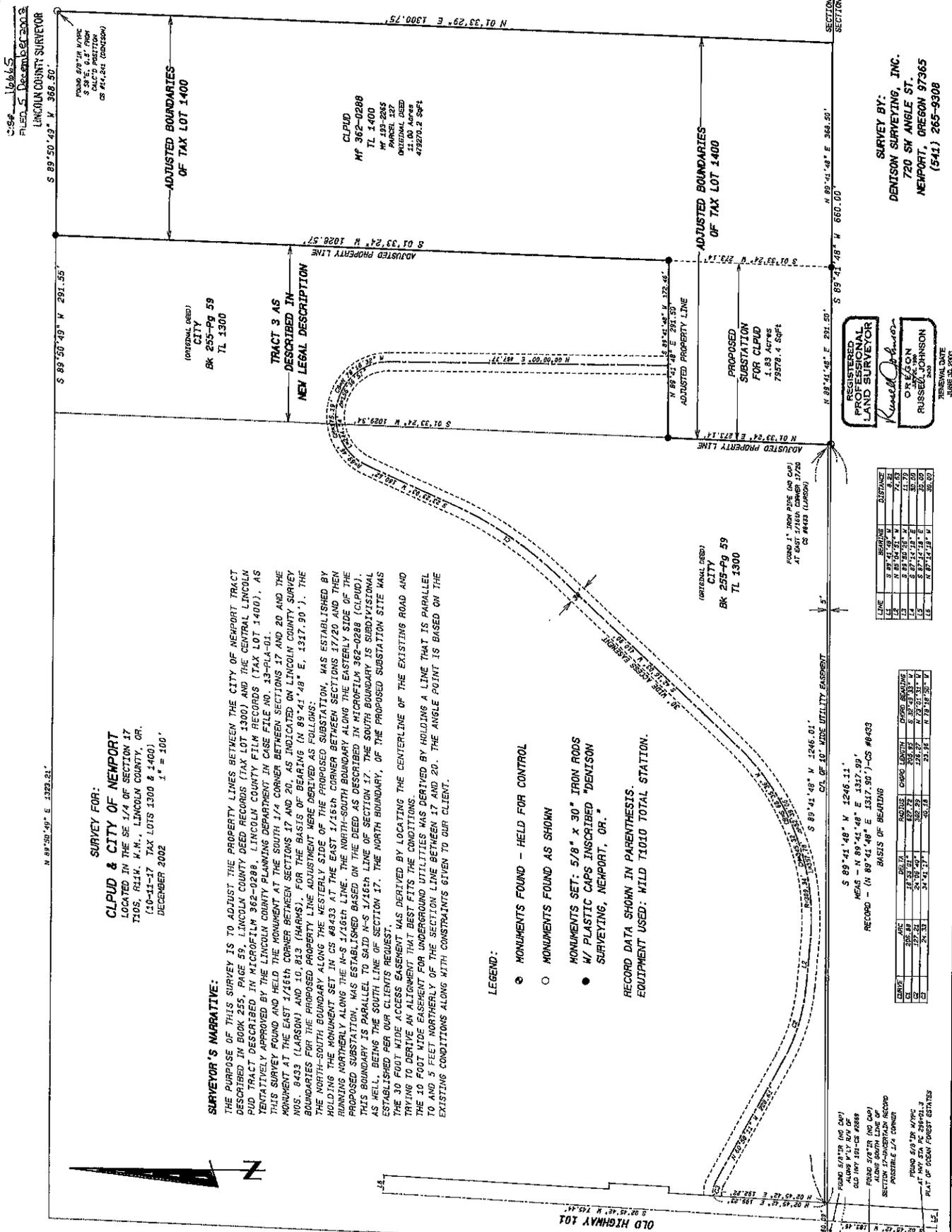
The Southwest one-quarter of the Southeast one-quarter of Section 17, Township 10 South, Range 11 West, Willamette Meridian in Lincoln County, Oregon.

TRACT 2

That part of Government Lot 4, lying East of Old Highway 101 in Section 17, Township 10 South, Range 11 West, Willamette Meridian in Lincoln County, Oregon.

TRACT 3

Commencing at the East 1/16th corner between Sections 17 and 20, Township 10 South, Range 11 West, Willamette Meridian in Lincoln County, Oregon, said corner established in Lincoln County Survey No. 8433, by Philip Larson; thence North $01^{\circ} 33' 24''$ East, along the north-south 1/16th line of Section 17, a distance of 273.14 feet to the True Point of Beginning; thence continuing North $01^{\circ} 33' 24''$ East along said 1/16th line to the Southeast 1/16th corner, a distance of 1029.34 feet; thence North $89^{\circ} 50' 49''$ East, along the east-west 1/16th line, a distance of 291.55 feet; thence South $01^{\circ} 33' 24''$ West, to a point that is North $89^{\circ} 41' 48''$ East from the point of beginning, a distance of 1028.57 feet; thence South $89^{\circ} 41' 48''$ West, a distance of 291.50 feet to the point of beginning.



SURVEY FOR:
CLPUD & CITY OF NEWPORT
 LOCATED IN THE SE 1/4 OF SECTION 17
 T10S, R11E, M.M., LINCOLN COUNTY, OR.
 (10-11-17 TAX LOTS 1300 & 1400)
 DECEMBER 2002
 1" = 100'

SURVEYOR'S NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO ADJUST THE PROPERTY LINES BETWEEN THE CITY OF NEWPORT TRACT DESCRIBED IN BOOK 255, PAGE 59, LINCOLN COUNTY DEED RECORDS (TAX LOT 1300) AND THE CENTRAL LINCOLN RUD TRACT DESCRIBED IN MICROFILM 362-0288, LINCOLN COUNTY FILM RECORDS (TAX LOT 1400). AS TENTATIVELY APPROVED BY THE LINCOLN COUNTY PLANNING DEPARTMENT IN CASE FILE NO. 13-PLA-01. THIS SURVEY FOUND AND HELD THE MONUMENT AT THE SOUTH 1/4 CORNER BETWEEN SECTIONS 17 AND 20 AND THE MONUMENT AT THE EAST 1/4 CORNER BETWEEN SECTIONS 17 AND 20, AS INDICATED ON LINCOLN COUNTY SURVEY 803, 8433 (LARSON) AND 10, 813 (HARMS), FOR THE BASIS OF BEARING (N 89°41'48" E, 1317.90'). THE BOUNDARIES FOR THE PROPOSED PROPERTY LINE ADJUSTMENT WERE DERIVED AS FOLLOWS:
 THE NORTH-SOUTH BOUNDARY ALONG THE WESTERLY SIDE OF THE PROPOSED SUBSTATION, WAS ESTABLISHED BY HOLDING THE MONUMENT SET IN CS #8433 AT THE EAST 1/4 CORNER BETWEEN SECTIONS 17 AND 20 AND THEN HOLDING THE MONUMENT ALONG THE N-S 1/4 CORNER LINE. THE NORTH-SOUTH BOUNDARY BETWEEN SECTIONS 17 AND 20 AND THE PROPOSED SUBSTATION, WAS ESTABLISHED BASED ON THE DEED AS DESCRIBED IN MICROFILM 362-0288 (CLPUD). THIS BOUNDARY IS PARALLEL TO SAID N-S 1/4 CORNER LINE OF SECTION 17. THE SOUTH BOUNDARY IS SUBDIVISIONAL AS BEING THE SOUTH LINE OF SECTION 17. THE NORTH BOUNDARY, OF THE PROPOSED SUBSTATION SITE WAS ESTABLISHED PER OUR CLIENTS REQUEST.
 THE 30' WIDE ACCESS EASEMENT WAS DERIVED BY LOCATING THE CENTERLINE OF THE EXISTING ROAD AND TAKING TO DERIVE AN ALIGNMENT THAT BEST FITS THE CONDITIONS.
 THE 10 FOOT WIDE EASEMENT FOR UNDERGROUND UTILITIES WAS DERIVED BY HOLDING A LINE THAT IS PARALLEL TO SAID 30' WIDE EASEMENT OF THE SECTION LINE BETWEEN 17 AND 20. THE ANGLE POINT IS BASED ON THE EXISTING CONDITIONS ALONG WITH CONSTRAINTS GIVEN TO OUR CLIENT.

LEGEND:

- ⊙ MONUMENTS FOUND - HELD FOR CONTROL
- MONUMENTS FOUND AS SHOWN
- MONUMENTS SET: 5/8" x 30" IRON RODS
- W/ PLASTIC CAPS INSCRIBED "DENISON SURVEYING, NEWPORT, OR."

RECORD DATA SHOWN IN PARENTHESES.
 EQUIPMENT USED: WILD T1010 TOTAL STATION.

S 89°41'48" N 1246.11'
 MEAS - N 89°41'48" E 1317.90'
 RECORD - (N 89°41'48" E 1317.90') - CS #8433

BASES OF BEARING

DATE	APC	AREA	RADIUS	CHORD LENGTH	CHORD BEARING
01	205.89	18.29	187.82	202.95	S 37°49'31" W
02	205.89	18.29	187.82	202.95	S 37°49'31" W
03	205.89	18.29	187.82	202.95	S 37°49'31" W
04	205.89	18.29	187.82	202.95	S 37°49'31" W
05	205.89	18.29	187.82	202.95	S 37°49'31" W
06	205.89	18.29	187.82	202.95	S 37°49'31" W
07	205.89	18.29	187.82	202.95	S 37°49'31" W
08	205.89	18.29	187.82	202.95	S 37°49'31" W
09	205.89	18.29	187.82	202.95	S 37°49'31" W
10	205.89	18.29	187.82	202.95	S 37°49'31" W

LINE	BEARING	DISTANCE
1	S 89°41'48" W	8.24
2	N 89°41'48" W	74.24
3	S 89°41'48" W	10.20
4	S 89°41'48" W	10.20
5	S 89°41'48" W	32.00
6	N 89°41'48" W	36.00

REGISTERED PROFESSIONAL LAND SURVEYOR
Russell Johnson
 OR #433
 RUSSELL JOHNSON
 240
 RESIDENCE DATE
 JUNE 30, 2002

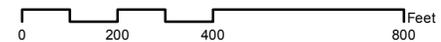
SURVEY BY:
DENISON SURVEYING, INC.
 720 SH ANGLE ST.
 NEWPORT, OREGON 97365
 (541) 265-9308



City of Newport
Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

County Meteorological Tower License Area

Image Taken July 2013
 4-inch, 4-band Digital Orthophotos
 David Smith & Associates, Inc. Portland, OR



This map is for informational use only and has not been prepared for, nor is it suitable for legal, engineering, or surveying purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its compilation or use and users of this information are cautioned to verify all information with the City of Newport Community Development Department.

**CITY OF NEWPORT
BUILDING PERMIT APPLICATION**
(This is NOT a Permit)

Date: April 10, 2015

Building Address: 10 - 11 - 17 - 00 - 01 300 - 00

Construction Value (Include Labor & Materials): \$ \$14,700

EXCAVATION & FILL	
Excavation Cubic Yds: <u>N/A</u>	Fill Cubic Yds: <u>N/A</u>
OWNER	
Name:	<u>Lincoln County Solid Waste District</u>
Address:	<u>880 NE 7th St, Newport, OR 97365</u>
Phone:	<u>541-574-1285</u> E-mail: <u>msaelens@co.lincoln.or.us</u>
BUILDER / Installer	
Name:	<u>Oregon Power Solutions, Inc. Jeremy Thamert</u>
Address:	<u>2605 Washington Ave, Baker City, OR 97814</u>
Phone:	<u>541-523-1095</u> E-mail: <u>jeremy@opsenergy.com</u>
Builder's Registration No.:	<u></u>
ARCHITECT	
Name:	<u>(engineered MET Tower - meets or surpasses industry standard</u>
Address:	<u></u>
Phone:	<u></u> E-mail: <u></u>
GEOLOGIST	
Name:	<u>(temporary installation with suitable anchors)</u>
Address:	<u></u>
Phone:	<u></u> E-mail: <u></u>
DESCRIPTION OF WORK	
<u>Install a 60-meter MET with three sets of weather instruments to collect wind resource data.</u>	
<u>Includes aviation ball markers although not required.</u>	
<u></u>	

Return this application along with 2 sets of plans to the Building/Planning Department located at City Hall, 169 SW Coast Hwy, Newport, OR 97365.

(See reverse side for Plan Requirements)

PLAN REQUIREMENTS

- 1 **Plot Plan** showing the proposed building and/or additions, dimensioned location of the property lines, and the location of any existing buildings on the property. Show locations of all street frontages and dimensions of property lines.

- 2 **Floor Plan** of each floor, including basement and foundations. Show the use of all rooms or areas, as well as the size and locations of all wall openings and stairs.

- 3 **Exterior** wall elevations of three views, showing all pertinent vertical dimensions.

- 4 **Cross Section** showing the covering materials for all surfaces (i.e., roofing, ceilings, interior and exterior walls, and projections such as eaves.)

- 5 **Specifications** on the drawings or separate covering materials and methods of construction, wall finishing, and all pertinent equipment.

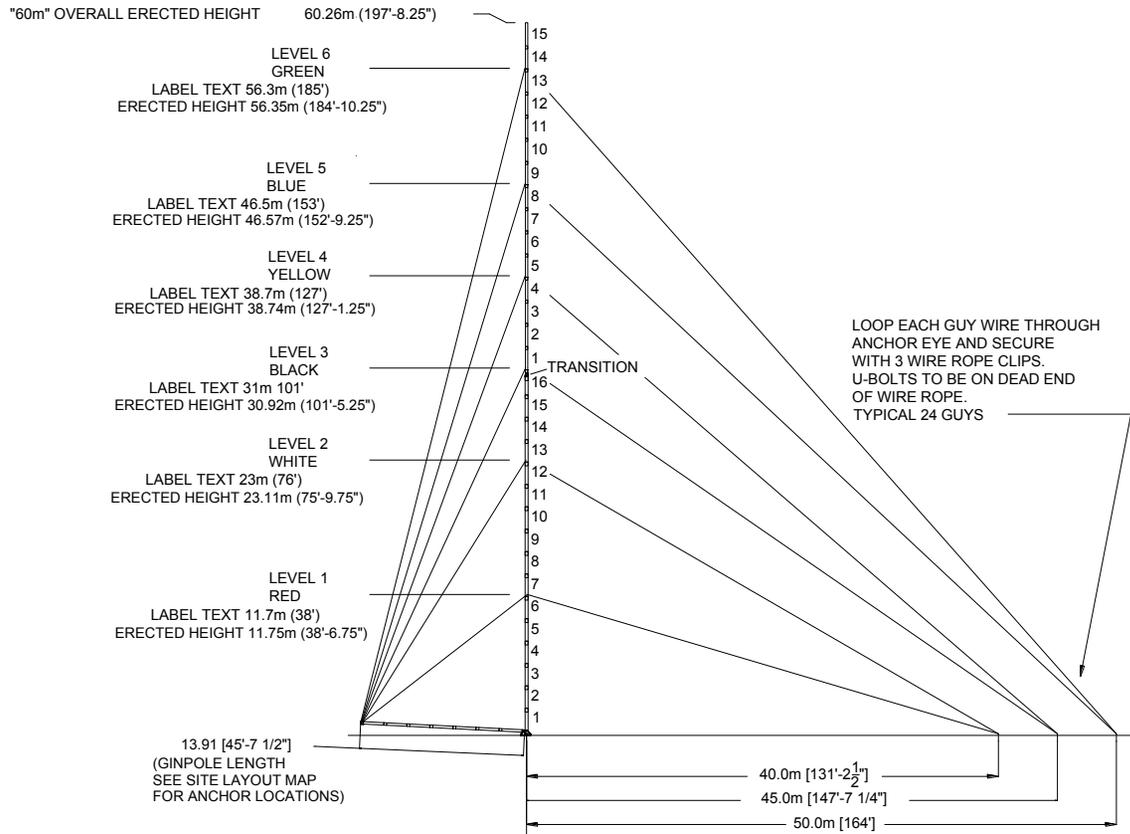
60m XHD with Standard Footprint

Tower Layout

TUBE SPECS (in order of assembly):

Tower:
 Base Tube (with pivot pin hole) 10" Ø x 87"L (1 tube)
 Plain Tubes 10" Ø x 87"L (14 tubes)
 Plain Tube (short) 10" Ø x 73"L (1 tube)
 10"-8" TRANSITION, 36"L
 Plain Tubes 8" Ø x 87"L (15 tubes)

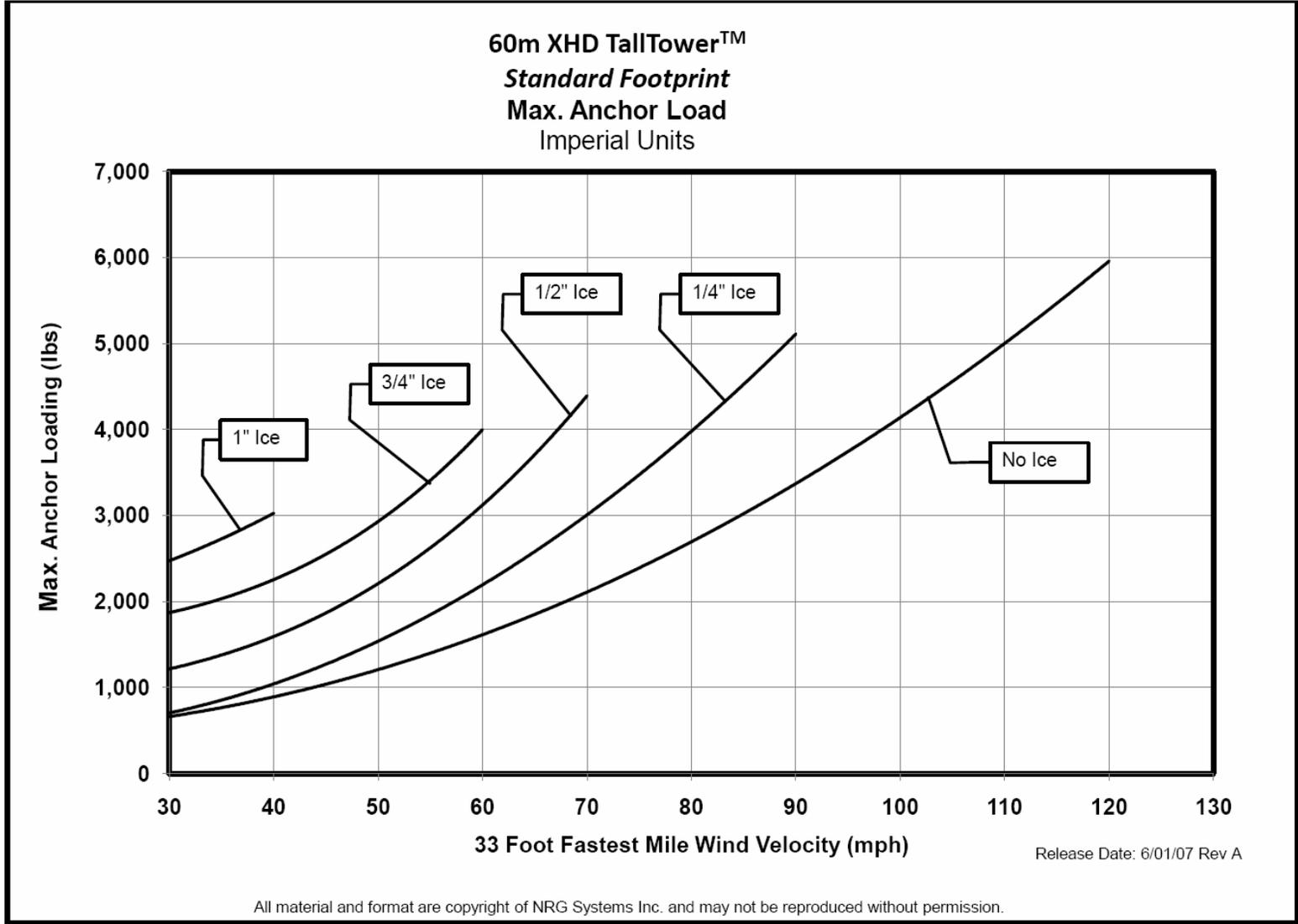
Gin Pole:
 Base Tube (with pivot pin hole) 8" Ø x 87"L
 Plain Tubes 8" Ø x 87"L



**60m XHD with
Standard Footprint**

Anchor Loads – Imperial Units

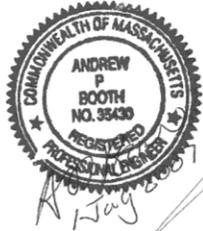
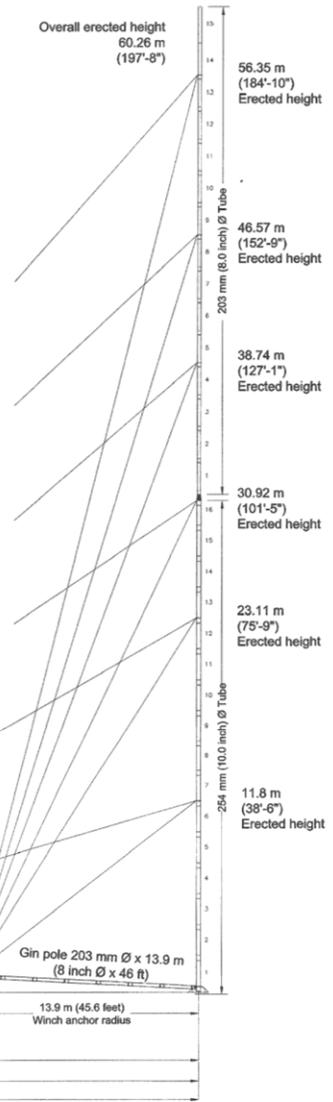
(The loads shown on the graph apply to each of the anchors)



Materials					
Outer Diameter	Wall Thickness	Description	Yield Strength	Breaking Strength	Corrosion Protection
10 inch	0.099 inch	MT 1020	45.0 ksi	N/A	Hot Dipped Galvanized
254 mm	2.51 mm		310 mPa		
8 inch	0.095 inch	MT 1020	45.0 ksi	N/A	ASTM 653
203 mm	2.41 mm		310 mPa		
10-8 inch taper	0.109 inch	MT 1015	45.0 ksi	N/A	
254-203 mm	2.8 mm		310 mPa		
0.25 inch	N/A	7x19 Galv. Aircraft	N/A	7000 Lb	Galvanized
6.35 mm				31.1 kN	

REVISIONS			
REV	DESCRIPTION	DATE	APPROVED
A	Initial release	1 Jul 2007	A Booth

	Reactions and member forces									
	No Ice		6.4mm (1/4") Ice		12.7mm (1/2") Ice		19 mm (3/4") Ice		25 mm(1") Ice	
	Imperial	SI	Imperial	SI	Imperial	SI	Imperial	SI	Imperial	SI
10 m (33 feet) wind velocity (Fastest mile)	111 mph	49.6 m/s	83 mph	37.1 m/s	66 mph	29.5 m/s	51 mph	22.8 m/s	33 mph	14.8 m/s
Top of tower wind velocity (Fastest mile)	143 mph	64.1 m/s	107 mph	47.8 m/s	85 mph	38.1 m/s	66 mph	29.4 m/s	43 mph	19.1 m/s
Radial ice thickness	0 in	0 mm	0.25 in	6.4 mm	0.50 in	12.7 mm	0.75 in	19.1 mm	1.00 in	25.4 mm
Inner guy anchor force (angle from horizontal)	4.2 kLb 23°	18.7 kN 23°	2.4 kLb 22°	10.7 kN 22°	2.2 kLb 22°	9.7 kN 22°	2.1 kLb 20°	9.3 kN 20°	2.1 kLb 18°	9.2 kN 18°
Middle guy anchor force (angle from horizontal)	3.5 kLb 37°	15.7 kN 37°	2.4 kLb 36°	10.6 kN 36°	2.2 kLb 35°	9.7 kN 35°	2.2 kLb 34°	10.0 kN 34°	2.2 kLb 32°	9.9 kN 32°
Outer guy anchor force (angle from horizontal)	5.1 kLb 45°	22.7 kN 45°	4.2 kLb 44°	18.7 kN 44°	3.8 kLb 43°	16.7 kN 43°	3.0 kLb 42°	13.4 kN 42°	2.6 kLb 40°	11.6 kN 40°
Tower base force (horizontal- during erection)	3.9 kLb	17.5 kN	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Tower base force (vertical)	12.2 kLb	54.5 kN	16.6 kLb	73.9 kN	18.6 kLb	82.6 kN	19.9 kLb	88.5 kN	22.1 kLb	98.2 kN
Erection anchor force (angle from horizontal)	5.5 kLb 44°	24.3 kN 44°	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum guy tension	2.8 kLb	12.6 kN	2.4 kLb	10.7 kN	2.2 kLb	9.8 kN	1.7 kLb	7.5 kN	1.5 kLb	6.9 kN
Maximum tower tube stress (compression)	15.1 ksi	104 MPa	11.5 ksi	79 MPa	11.0 ksi	76 MPa	8.9 ksi	62 MPa	8.3 ksi	58 MPa
Maximum tower tube stress (tension)	13.9 ksi	96 MPa	6.2 ksi	43 MPa	4.1 ksi	29 MPa	2.6 ksi	18 MPa	1.1 ksi	7 MPa
Maximum tower tube moment	75 in-kLb	8.4 kN-m	37 in-kLb	4.2 kN-m	28 in-kLb	3.2 kN-m	19 in-kLb	2.2 kN-m	9.9 in-kLb	1.1 kN-m
Maximum tower tube axial load	12.2 kLb	54.4 kN	16.6 kLb	73.9 kN	18.6 kLb	82.6 kN	19.9 kLb	88.5 kN	22.1 kLb	98.1 kN
Maximum top deflection	32 inches	812 mm	26 inches	667 mm	23 inches	582 mm	12 inches	312 mm	6 inches	153 mm
Initial guy tension	0.18 kLb	0.8 kN	0.18 kLb	0.8 kN	0.18 kLb	0.8 kN	0.18 kLb	0.8 kN	0.18 kLb	0.8 kN

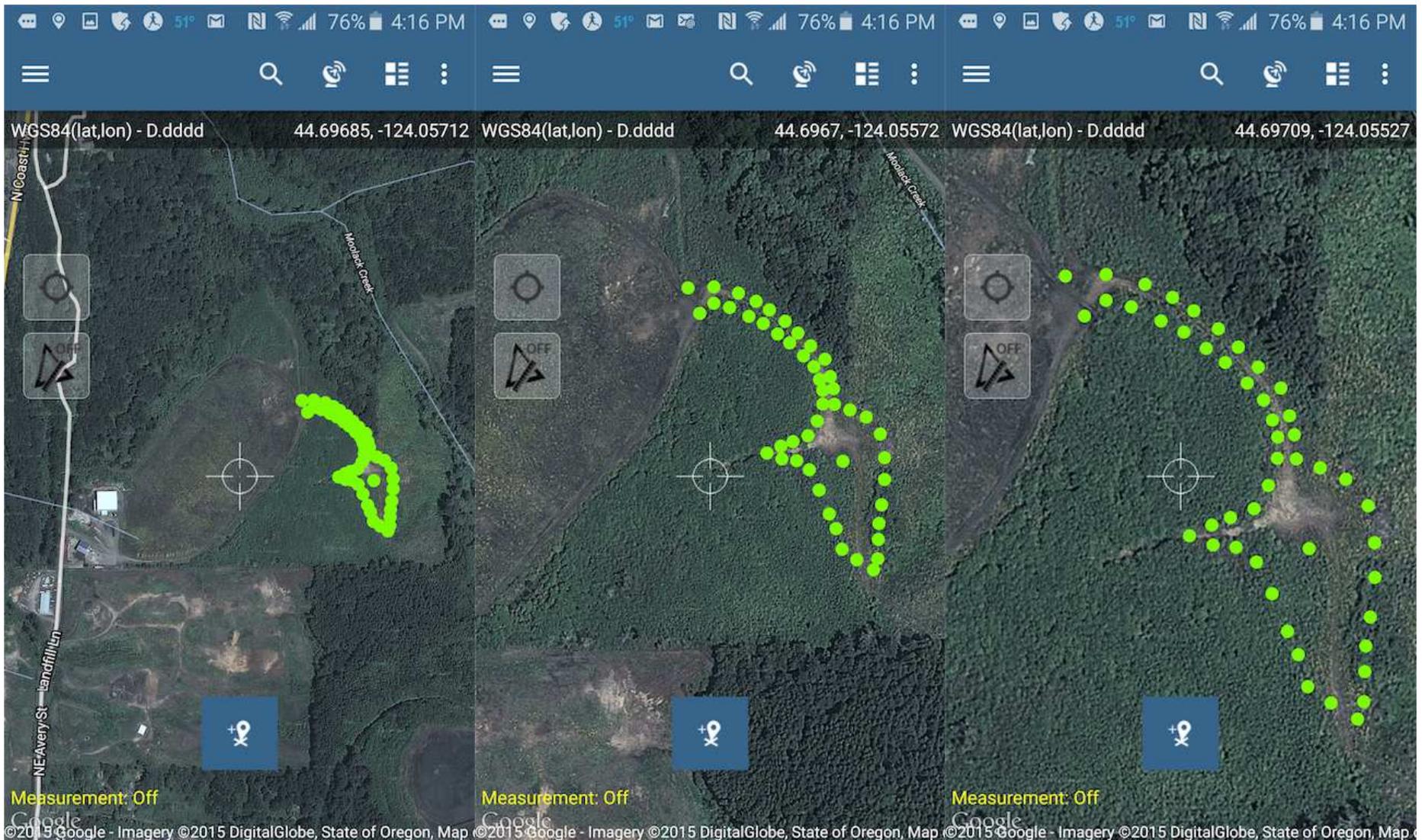


- Notes**
- A) Wind forces and allowable member loads are calculated using ANSI TIA/EIA-222-F, (1996), "Structural Standards for Steel Antenna Towers and Antenna Supporting Structures".
 - B) Wind speeds are fastest mile wind velocity per EIA-222-F. EIA-222-F wind loading coefficients: Gf=1.69, Cf=1.0, α=2/7.
 - C) Fastest mile (fm) wind speed can be converted to an approximate three second (3sec) wind speed using the equation:
 $V(3sec) = 1.22 V(fm)$ for $V(fm) \leq 100$ mph
 - D) Guy joint efficiency = 0.9 and the guy safety factor is greater than or equal to 2.0.
 - E) An ANSYS large deflection FEA model using beam (Pipe16) and tension (Link10) elements with distributed wind load was used to calculate member forces and reactions.
 - F) Tower allowable stress design per American Institute of Steel Construction (AISC) "Allowable Stress Design", 9th Ed. 1989. Chapter H, equations H1-1, H1-2
 - G) This tower design meets the structural requirements of EIA-222-F, sections 1,2,3,6,8 for the given loading condition. This analysis does not apply to EIA-222-F sections 7,11,12,13.
 - H) Foundation design must be considered separately and is not a part of this analysis. Foundation details must be approved for the specific application and site by a qualified professional.
 - I) A locally qualified professional must determine the applicability of this analysis for the expected site conditions. Due to the lack of involvement in the siting or construction phase of this product at a specific location, liability is strictly limited to issues arising from negligence or willful misconduct by NRG or the professional engineer completing this analysis. No warranty, expressed or implied, is made concerning the suitability of this product for a given application or location.
 - J) Given dimensions are nominal. Actual dimensions may vary.

Units notation

mm - Millimeters
 m - Meters
 m/s - Meters per second
 kN - 1,000 Newtons
 mPa - 1,000,000 Pascals
 kLb - 1,000 US pounds
 ksi - 1,000 US pounds per inch²
 mph - Miles per hour
 Ø - Diameter

UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES TOLERANCES ARE: FRACTIONS DECIMALS ANGLES ± 1/16 .XX ± .015 ± 1° DO NOT SCALE DRAWING	THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF NRG SYSTEMS INC. AND MUST BE MAINTAINED IN CONFIDENCE. NO PORTION OF THE DRAWING MAY BE REPRODUCED OR USED WITHOUT THE EXPRESS PERMISSION OF THE COMPANY.		NRG SYSTEMS INC 110 RIGGS RD., HINESBURG, VT., 05461 TITLE: 60(50)mHD_60m with Large Footprint 254, 203 mm (10.0, 8.0 inch) diameter tube	
	APPROVALS DRAWN: EMR 06/27/07 CHECKED: APB 07/01/07 DESIGNED:	DATE 07/01/07	SIZE: B DWG. NO.: N4344	REV: A
SCALE: NTS	SHEET: 1 of 1			



Location of proposed MET installation (three zoomed views) showing access road and work area. Center dot is approximate tower location. No overhead wires or structures of any kind near the site.



Access road (bottom)

Access road midway - >>>

Access road (approaching install site)





Looking North from proposed installation site.



Looking East from proposed installation site.



Looking South from proposed installation site.



Looking North from proposed installation site.





CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VII.B.
Meeting Date: 8/3/15

Agenda Item:

Discussion and Possible Scheduling of a Public Hearing on Regulation of Recreational Marijuana in the City of Newport

Background:

In November 2014, voters passed Measure 91 into law. This law provides for personal growing, possession of limited amounts of non-medical marijuana and directs the Oregon Liquor Control Commission (OLCC) to administer a licensing system for the production, processing, wholesale, and retail sale of non-medical marijuana. Since that time, the State legislature has approved four separate bills that provide guidance to local units of government as to what actions local governments can take in regards to the regulation of recreational marijuana. The combination of effects for the legislation that has been approved, along with the voter approved initiative, have the following impact:

- On July 1, 2015, personal possession of limited amounts of commercial marijuana is allowed for those 21 and older.
- On October 1, 2015, sales of commercial marijuana from medical marijuana dispensaries can begin unless the City enacts an ordinance prohibiting early sales prior to that time.
- By January 4, 2016, the OLCC must approve or deny commercial license applications as soon as practical after this date.
- November 8, 2016, is the next Statewide General election where measures on the prohibition of marijuana activities in local taxes will be voted upon by the local voters.
- December 31, 2016, early sales of commercial marijuana from medical marijuana dispensaries end.

Senate Bill 460, which has just been signed into law by the Governor allows medical marijuana dispensaries to sell recreational marijuana to a person who is 21 years of age or older.

Senate Bill 460 allows cities to adopt an ordinance prohibiting the early sale of commercial marijuana from a medical marijuana dispensary within its jurisdiction without voter approval. The ordinance has to be adopted and be effective by October 1, 2015. That would mean the City Council would need to approve an ordinance prohibiting the early sale of commercial marijuana from medical marijuana dispensaries by the end of this month. Emergency effect can be given to the ordinance by the Council on this issue allowing a decision in September.

The next major decision that the City Council will need to make regarding recreational marijuana is whether to prohibit any of the six types of marijuana activities regulated under House Bill 3400A, which include: medical marijuana processing, medical

marijuana dispensaries, commercial marijuana processors, commercial marijuana growers, commercial marijuana wholesalers, or commercial marijuana retailers. If the City Council wishes to pursue banning any of these six activities, the City Council will have to adopt an ordinance indicating which of the six marijuana activities are prohibited within the City of Newport. Since Newport is located in Lincoln County, which approved the use of recreational marijuana on the November 13, 2014, in a State wide election, the City's ban on any of the components of recreational marijuana would remain in effect until a City voter referendum is held in November of 2016, with the voters determining whether the ban will be permanent. In order to effectively prohibit any of these six activities from occurring within the City, the City Council would need to approve an ordinance with the effective date occurring prior to the end of 2015. This would prevent the Oregon Health Authority (if prohibiting medical marijuana activities), and/or the Oregon Liquor Control Commission (if prohibiting medical marijuana activities) from registering and licensing the prohibited activities until the local voters would vote in November 2016 and either affirm the ban or allow for the activities prohibited by the City ordinance.

If the City does not prohibit marijuana activities through a local ban, the City can adopt an ordinance imposing a 3% tax on the sales made by those with commercial retail licenses. This provision apparently trumps the local ordinances that were approved by many cities in the State of Oregon leading up to the November 14th election, including the City of Newport. In order to collect the 3% tax on the sales, the issue requires voter approval at the next Statewide General election (November 2016). The City Council would need to meet the appropriate time schedule in order to have this issue on the November 2016 ballot for consideration by the voters of the City of Newport. Finally, the City can regulate certain aspects regarding the location of the four types of commercial licenses, creating a buffer of no more than a 1,000 feet between retail licenses, the manner of operation of the four types of commercial licenses, and other issues as allowed by law. It would appear to be important that the City Council have any regulations in effect prior to the end of this calendar year in order to properly regulate various aspects of recreational marijuana within the community, unless the City Council enacts an outright ban as outlined earlier.

In reviewing this issue with City Attorney, Steve Rich, and Community Development Director, Derrick Tokos, I believe it is appropriate to prohibiting the early sales by medical marijuana dispensaries within the community, and possibly considering prohibition of some or all of the six marijuana activities regulated under House Bill 3400A that cities are allowed to ban subject to confirmation by the voters in November 2016. This would give the Planning Commission, City Council, and general public an opportunity to weigh in on the development of local regulations prior to legalizing these activities within the City. I believe it would be appropriate for the City Council to schedule a public hearing for the August 17th meeting to gain input from residents and businesses regarding various marijuana activities in the City of Newport as allowed by State Law, and consider imposing the restriction of early sales as provided for in Senate Bill 460 within the City of Newport. I have enclosed a sample ordinance for your review on this matter. This will give the City Council more time to evaluate these brand new State laws and the regulatory framework that the City can exercise under these laws in regards to the sale, processing, growing and other aspects of marijuana within the City of Newport.

At a subsequent meeting, the City Council should discuss and provide direction as to whether the Council wants to ban any of the six marijuana activities outlined in House

Bill 3400A. If the Council wishes to pursue a ban on these activities then there will not be the same urgency to develop time, place, and manner restrictions that are allowed under these new laws. On the other hand, if it is the Council's desire to allow any of the six types of marijuana activities outline in this bill, then the City Council should direct the Planning Commission to initiate a review of regulations that the City Council may want to implement regarding the regulations of processing, producing, wholesaling and retailing of marijuana within the City of Newport.

I have enclosed a summary of the 2015 marijuana legislation from the League of Oregon Cities. I have also included a copy of a sample ordinance for your review which would ban early sales of commercial marijuana from medical marijuana dispensaries within the City of Newport.

Recommended Action:

I recommend the City Council consider the following motion:

I move to schedule a public hearing on a possible ordinance prohibiting the sale of recreational marijuana by medical marijuana dispensaries pursuant to Oregon Senate Bill 460 for the Council meeting scheduled on Monday, August 17th at 6:00 P.M. in City Hall.

Fiscal Effects:

None by scheduling the public hearing.

Alternatives:

If the City Council takes no action, then medical marijuana dispensaries will have the option of selling recreational marijuana effective October 1, 2015, in accordance with Senate Bill 460.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel", is written over a faint circular stamp.

Spencer R. Nebel
City Manager

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VII.C.
Meeting Date: 8/3/15

Agenda Item:

Status Report on Repair of Sanitary Sewer at SW 5th and Woods Street

Background:

City crews have been working on trying to open a sanitary sewer line in SW 5th Street just south of SW Wood Street without success. The sewer line goes down a very steep embankment making it impossible to televise. Due to the terrain at this location, I authorized emergency response to directionally drill a new HDEP sewer line down the hill into the existing manhole at the bottom of the hill with Central Coast Excavating. The preliminary cost is \$25,000 to \$35,000. Central Coast Excavating is the only local contractor with pipe fusing training on HDEP pipe necessary to complete this project.

Since funds are appropriated, and the purchase requirements are under the threshold that requires Council approval, no action is necessary.

Recommended Action:

None recommended.

Fiscal Effects:

Sufficient repair and maintenance funding is appropriated for these types of repairs.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager



Agenda Item # VII.C
Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Emergency Repair of Sanitary Sewer at SW 5th and Woods Streets

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

Emergency repair of sanitary sewer at SW 5th and Woods Street

Staff Recommendation:

None. For Council information only.

Proposed Motion:

None. For Council information only.

Key Facts and Information Summary:

Over the last few weeks the sanitary sewer has been backing up on NW 5th Street just north of SW Woods Street. City crews have jetted the line several times trying to get the line open with no success. The sewer line goes down a very steep embankment and it is not possible to televise the line. Sewer crews tried to excavate down to find the problem but the sewer exceeded 4 feet deep on a very steep embankment and for safety reasons stopped the excavation.

City staff consulted with Central Coast Excavating and have come up with a plan to install a replacement sewer line. Subcontracting with Coastcom, the Contractor is proposing to direction drill a new HDPE sewer line down the hill and into the existing manhole at the base of the hill. A new manhole will be installed at the top of the hill and the existing sewer will be connected to this manhole.

Other Alternatives Considered:

City staff considered open trenching a new sewer pipe in an alternate direction but the City does not own the right-of-way to complete this alternative and the resulting sewer line requires one extra structure and is longer.

City Council Goals:

None

Attachment List:

- Preliminary estimate from Central Coast Excavating
- Site map of sewer at SW 5th & Woods

Fiscal Notes:

This project needs to be done immediately since the sewer is currently nonfunctional and is spilling in this location. City Staff intend to do this work on a time and materials basis. The preliminary estimated cost is between \$25,000 and \$30,000 depending upon what is found when excavation occurs. Central Coast Excavating has done this type of work before and is the only local contractor with pipe fusing training on HDPE pipe.

Central Coast Excavating, Inc
671 NE Newport Hts Dr
Newport OR 97365
CCB#069019
Cell 270-2017

7-24-15

City of Newport
Attn: Tim

Replace sewer main & add one new manhole at SW 5th & SW Woods street. Install new 8" HDPE pipe by directional bore approx. 80 LF & reconnect to existing manhole & add one 6' deep new manhole. Reconnect one 4" lateral to existing main line. Will do time & materials. Labor, equipment, materials to install

Estimate cost \$25,000 to \$30,000.00

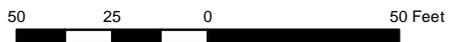


**City of Newport
Engineering Department**

169 SW Coast Highway
Newport, OR 97365

Phone: 1.541.574.3366
Fax: 1.541.265.3301

**SEWER AT SW 5TH & WOODS
CITY OF NEWPORT, OR**



This map is for informational use only and has not been prepared for, nor is it suitable for legal, engineering, or surveying purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its compilation or use and users of this information are cautioned to verify all information with the City of Newport Engineering Department.

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VIII.B.
Meeting Date: 8/3/15

Agenda Item:

Notice of Intent to Award a Contract for SW Abalone and Brant Improvement Project.

Background:

On July 22nd, three bids were opened for the reconstruction of SW Abalone Street, 30th Street, extension of SW 30th Street from Abalone to SW Brant, and the redevelopment of SW Brant Street and SW 27th Street. Improvements include curb and gutter, water line replacements, paving of all the streets in the project area, sidewalk and multi-use path improvements and street lights in accordance with the refinement plan at this location that was developed by the South Beach URA.

Recommended Action:

I recommend the City Council consider the following motion:

I move that a Notice of Intent to Award the SW Abalone and SW 30th Street Roadway Improvements Project to CNM Excavating and Utilities, LLC of Sherwood, Oregon, in the amount of \$1,489,814 being the low bid and meeting specifications, and contingent upon no protest, authorize the award the direct the City Manager to execute the contract after seven days on behalf of the City of Newport.

Fiscal Effects:

\$2,474,000 has been appropriated for this project with funding from the Urban Renewal Agency, OMSI and other sources. With the project coming in significantly under the engineer's estimate, there is sufficient funding to cover the construction expenses, as well as the engineering to supervise the construction activities.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager



Agenda Item # VIII.B
Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Notice of Intent to Award the Abalone and SW 30th Street Roadway Improvements Project to C&M Excavation and Utilities LLC

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

Notice of Intent to Award the Abalone and SW 30th Street Roadway Improvements to C&M Excavation and Utilities LLC

Staff Recommendation:

Staff recommends awarding the Abalone and SW 30th Street Roadway Improvements Project to C&M Excavation and Utilities LLC, in the amount of \$1,489,814.00.

Proposed Motion:

I move that the City of Newport Public Works Department issue a Notice of Intent to Award the **Abalone and SW 30th Street Roadway Improvements Project to C&M Excavation and Utilities LLC**, in the amount of **\$1,489,814** and contingent upon no protest, authorize award and direct the City Manager to execute the contract after 7 days on behalf of the City of Newport.

Key Facts and Information Summary:

This project is funded through the South Beach Urban Renewal District and through a Local Improvement District funded by contributions from the Oregon Museum of Science and Industry. OMSI was required to finish portions of both Abalone Street and 30th Street as part of their camp development. This project includes the extension of SW Abalone between SW 35th Street and the existing SW Abalone Street, and the extension of SW 30th Street from SW Abalone Street to SW Brant Street. Also included in the project is the redevelopment of SW Brant Street and SW 27th Street. Improvements include curb and gutter, water line replacement, storm sewer installation, paving of all street in the project area, sidewalk and multiuse path improvements, and street lights.

Bids were opened for this project on Wednesday, July 22, 2015 at 1:00 pm. The bid results are as follows:

No.	Contractor	Total Bid
	Engineers Estimate	\$1,766,381.44
1	C&M Excavation & Utilities LLC.	\$1,489,814.00
2	JAL Construction Inc.	\$1,779,179.60
3	Road & Driveway Co.	\$1,948,351.85

The apparent low bidder on the project is C&M Excavation and Utilities LLC, in the amount of \$1,489,814.00.

Other Alternatives Considered:

None

City Council Goals:

N/A

Attachment List:

- Detailed bid tabulation
- Project site drawing

Fiscal Notes:

This project is being funded through the South Beach Urban Renewal District and Local Improvement District funds contributed by the Oregon Museum of Science and Industry (OMSI). Funding sources have been budgeted in the FY 15/16 budget as follows:

SW Abalone Street Improvements	SB URA	\$892,000
	OMSI LID	\$335,000
SW 30 th Street Improvements	SB URS	\$150,000
	OMSI LID	\$161,000
SW 27 th & Brant Improvements	SB URS	\$936,000
	TOTAL:	\$2,474,000

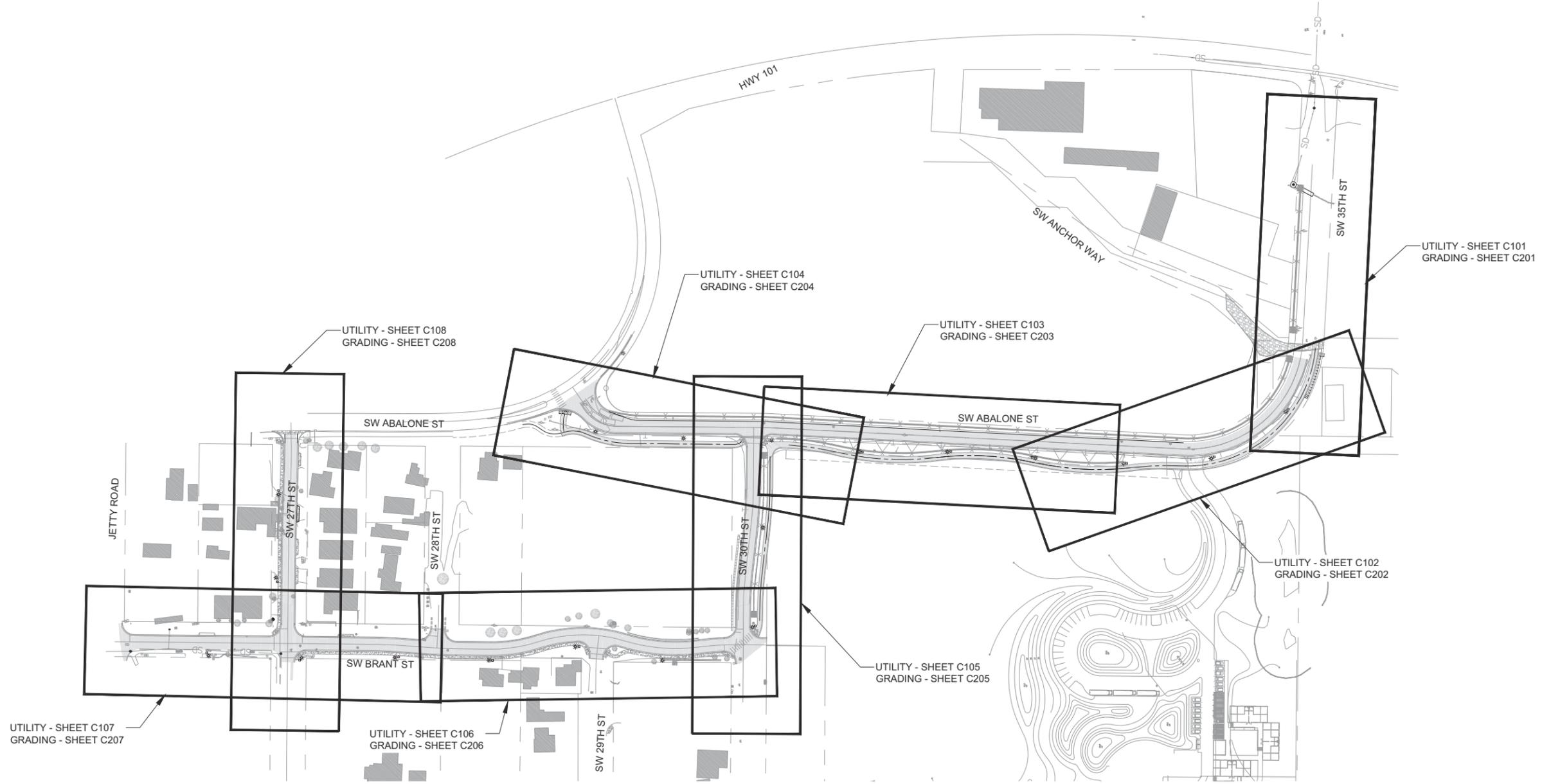
City of Newport
Abalone and 30th Raod Imprvvements
Project Number 2302-027
Bid Results -July 22, 2015

1pm

Item	Description	Est.	Unit	Engineers Estimate		C&M Excavation		Road & Driveway		JAL Construction		Average			
				Quantity	Unit	Amount	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total
1	Mobilization Bonds and Insurance	ls	1	\$ 141,606	\$ 141,605.80	\$ 182,300.00	\$ 182,300.00	\$ 97,500.00	\$ 97,500.00	\$ 159,000.00	\$ 159,000.00	\$ 64,489.53	\$ 64,489.53		
2	Temporary Controls and Facilities	ls	1	\$ 56,642	\$ 56,642.32	\$ 20,000.00	\$ 20,000.00	\$ 60,500.00	\$ 60,500.00	\$ 53,000.00	\$ 53,000.00	\$ 21,126.92	\$ 21,126.92		
3	Demolition and Site Preparation	ls	1	\$ 56,642	\$ 56,642.32	\$ 9,500.00	\$ 9,500.00	\$ 204,943.73	\$ 204,943.73	\$ 11,383.60	\$ 11,383.60	\$ 31,385.52	\$ 31,385.52		
4	2" PVC Pipe w/ Fittings	lf	40	\$ 40	\$ 1,600.00	\$ 44.00	\$ 1,760.00	\$ 20.00	\$ 800.00	\$ 57.12	\$ 2,284.80	\$ 17.90	\$ 716.09		
5	Connection to Existing 2" Waterline	ea	1	\$ 500	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 206.42	\$ 206.42	\$ 300.71	\$ 300.71		
6	6" Waterline C900 PVC w/ Class "B" Backfill	lf	91	\$ 50	\$ 4,550.00	\$ 36.00	\$ 3,276.00	\$ 55.00	\$ 5,005.00	\$ 58.79	\$ 5,349.89	\$ 22.20	\$ 2,020.10		
7	6" Waterline Fittings (Adapters, Bends, Couplings, Tees Etc.)	ea	4	\$ 400	\$ 1,600.00	\$ 225.00	\$ 900.00	\$ 500.00	\$ 2,000.00	\$ 491.66	\$ 1,966.64	\$ 179.63	\$ 718.52		
8	6" Gate Valve	ea	2	\$ 1,000	\$ 2,000.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 946.81	\$ 1,893.62	\$ 466.31	\$ 932.62		
9	Connection to Existing 6" Waterline	ea	3	\$ 500	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 500.00	\$ 1,500.00	\$ 531.32	\$ 1,593.96	\$ 336.81	\$ 1,010.44		
10	8" Waterline C900 PVC w/ Class "B" Backfill	lf	1,443	\$ 60	\$ 86,580.00	\$ 36.00	\$ 51,948.00	\$ 65.00	\$ 93,795.00	\$ 95.74	\$ 138,152.82	\$ 28.53	\$ 41,163.98		
11	8" Waterline Fittings (Adapters, Bends, Couplings, Tees Etc.)	ea	22	\$ 500	\$ 11,000.00	\$ 400.00	\$ 8,800.00	\$ 500.00	\$ 11,000.00	\$ 731.09	\$ 16,083.98	\$ 236.79	\$ 5,209.33		
12	8" Gate Valve	ea	9	\$ 1,200	\$ 10,800.00	\$ 950.00	\$ 8,550.00	\$ 1,500.00	\$ 13,500.00	\$ 1,375.12	\$ 12,376.08	\$ 558.35	\$ 5,025.12		
13	Insertion Valve - 8"	ls	1	\$ 13,800	\$ 13,800.00	\$ 9,500.00	\$ 9,500.00	\$ 12,000.00	\$ 12,000.00	\$ 12,107.03	\$ 12,107.03	\$ 5,267.45	\$ 5,267.45		
14	Connection to Existing 8" Waterline	ea	4	\$ 500	\$ 2,000.00	\$ 1,700.00	\$ 6,800.00	\$ 2,000.00	\$ 8,000.00	\$ 2,216.80	\$ 8,867.20	\$ 712.98	\$ 2,851.91		
15	12" Waterline C900 PVC w/ Class "B" Backfill	lf	1,138	\$ 70	\$ 79,660.00	\$ 43.00	\$ 48,934.00	\$ 75.00	\$ 85,350.00	\$ 100.66	\$ 114,551.08	\$ 32.07	\$ 36,499.45		
16	12" Waterline Fittings (Adapters, Bends, Couplings, Tees Etc.)	ea	8	\$ 800	\$ 6,400.00	\$ 700.00	\$ 5,600.00	\$ 1,000.00	\$ 8,000.00	\$ 1,641.16	\$ 13,129.28	\$ 460.13	\$ 3,681.03		
17	12" Gate Valve	ea	3	\$ 3,500	\$ 10,500.00	\$ 1,750.00	\$ 5,250.00	\$ 4,000.00	\$ 12,000.00	\$ 2,937.96	\$ 8,813.88	\$ 1,354.22	\$ 4,062.65		
18	Connection to Existing 12" Waterline	ea	1	\$ 500	\$ 500.00	\$ 4,600.00	\$ 4,600.00	\$ 2,000.00	\$ 2,000.00	\$ 1,776.55	\$ 1,776.55	\$ 986.28	\$ 986.28		
19	Fire Hydrant Assembly	ea	7	\$ 4,500	\$ 31,500.00	\$ 3,600.00	\$ 25,200.00	\$ 4,000.00	\$ 28,000.00	\$ 6,351.52	\$ 44,460.64	\$ 2,050.17	\$ 14,351.18		
20	Remove Fire Hydrant	ea	3	\$ 250	\$ 750.00	\$ 550.00	\$ 1,650.00	\$ 1,000.00	\$ 3,000.00	\$ 744.87	\$ 2,234.61	\$ 282.76	\$ 848.29		
21	Air Release Valve	ea	2	\$ 4,000	\$ 8,000.00	\$ 3,500.00	\$ 7,000.00	\$ 5,000.00	\$ 10,000.00	\$ 4,981.24	\$ 9,962.48	\$ 1,942.36	\$ 3,884.72		
22	Concrete Cap & Plug Existing Waterline	ea	11	\$ 350	\$ 3,850.00	\$ 250.00	\$ 2,750.00	\$ 500.00	\$ 5,500.00	\$ 616.04	\$ 6,776.44	\$ 190.67	\$ 2,097.38		
23	Water Service Reconnection	ea	15	\$ 250	\$ 3,750.00	\$ 1,050.00	\$ 15,750.00	\$ 1,200.00	\$ 18,000.00	\$ 1,403.72	\$ 21,055.80	\$ 433.75	\$ 6,506.20		
24	6" PVC Drain Pipe	lf	326	\$ 80	\$ 26,080.00	\$ 31.00	\$ 10,106.00	\$ 44.00	\$ 14,344.00	\$ 11.69	\$ 3,810.94	\$ 18.52	\$ 6,037.88		
25	12" PVC Storm Drain Pipe	lf	738	\$ 125	\$ 92,250.00	\$ 54.00	\$ 39,852.00	\$ 54.00	\$ 39,852.00	\$ 89.45	\$ 66,014.10	\$ 35.83	\$ 26,440.90		
26	12" RCP Storm Drain Pipe	lf	80	\$ 150	\$ 12,000.00	\$ 58.00	\$ 4,640.00	\$ 100.00	\$ 8,000.00	\$ 81.94	\$ 6,555.20	\$ 43.33	\$ 3,466.13		
27	15" PVC Storm Drain Pipe	lf	170	\$ 150	\$ 25,500.00	\$ 66.00	\$ 11,220.00	\$ 65.00	\$ 11,050.00	\$ 91.69	\$ 15,587.30	\$ 41.41	\$ 7,039.70		
28	24" RCP Storm Drain Pipe	lf	7	\$ 250	\$ 1,750.00	\$ 100.00	\$ 700.00	\$ 200.00	\$ 1,400.00	\$ 182.82	\$ 1,279.74	\$ 81.42	\$ 569.97		
29	48" Sloped Inlet Manhole	ea	1	\$ 4,000	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,044.73	\$ 4,044.73	\$ 1,560.53	\$ 1,560.53		
30	Area Inlet/Drain	ea	1	\$ 1,700	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 949.29	\$ 949.29	\$ 705.48	\$ 705.48		
31	Graded Inlet (D&L Foundry)	ea	10	\$ 1,800	\$ 18,000.00	\$ 1,350.00	\$ 13,500.00	\$ 1,000.00	\$ 10,000.00	\$ 1,194.53	\$ 11,945.30	\$ 593.84	\$ 5,938.37		
32	New 48" SD Manhole	ea	7	\$ 4,000	\$ 28,000.00	\$ 3,500.00	\$ 24,500.00	\$ 3,000.00	\$ 21,000.00	\$ 2,569.68	\$ 17,987.76	\$ 1,452.19	\$ 10,165.31		
33	Connection to Existing Storm Drain Manhole/Catch Basin	ea	4	\$ 500	\$ 2,000.00	\$ 1,400.00	\$ 5,600.00	\$ 1,000.00	\$ 4,000.00	\$ 1,095.83	\$ 4,383.32	\$ 443.98	\$ 1,775.92		
34	Rip Rap 6"-8"	cy	18	\$ 85	\$ 1,530.00	\$ 130.00	\$ 2,340.00	\$ 98.97	\$ 1,781.46	\$ 135.66	\$ 2,441.88	\$ 49.96	\$ 899.26		
35	Storm Drain Catch Basin (Advantage)	ea	17	\$ 2,000	\$ 34,000.00	\$ 1,400.00	\$ 23,800.00	\$ 2,500.00	\$ 42,500.00	\$ 978.68	\$ 16,637.56	\$ 764.30	\$ 12,993.06		
36	1 1/2"-0 Compacted Aggregate Sub Base Rock (8" Depth)	ton	2,211	\$ 30	\$ 66,330.00	\$ 24.00	\$ 53,064.00	\$ 24.30	\$ 53,727.30	\$ 29.28	\$ 64,738.08	\$ 11.95	\$ 26,428.82		
37	3/4"-0 Compacted Aggregate & Leveling Course	ton	970	\$ 35	\$ 33,950.00	\$ 35.00	\$ 33,950.00	\$ 34.84	\$ 33,794.80	\$ 39.47	\$ 38,285.90	\$ 16.03	\$ 15,553.41		
38	Geotextile Fabric	sy	11,769	\$ 1	\$ 11,769.00	\$ 1.00	\$ 11,769.00	\$ 0.95	\$ 11,180.55	\$ 1.17	\$ 13,769.73	\$ 0.46	\$ 5,387.59		
39	Roadside V-Ditch	cy	120	\$ 30	\$ 3,600.00	\$ 30.00	\$ 3,600.00	\$ 250.00	\$ 30,000.00	\$ 144.76	\$ 17,371.20	\$ 50.53	\$ 6,063.47		
40	Roadway Excavation (Cut/Fill)	cy	3,480	\$ 30	\$ 104,400.00	\$ 23.00	\$ 80,040.00	\$ 20.29	\$ 70,609.20	\$ 18.04	\$ 62,779.20	\$ 10.15	\$ 35,314.27		
41	Foundation Stabilization	cy	100	\$ 40	\$ 4,000.00	\$ 52.00	\$ 5,200.00	\$ 75.15	\$ 7,515.00	\$ 29.84	\$ 2,984.00	\$ 21.89	\$ 2,188.78		
42	Gravel Surfacing (2")	sf	1,530	\$ 3.00	\$ 4,590.00	\$ 1.50	\$ 2,295.00	\$ 0.74	\$ 1,132.20	\$ 0.61	\$ 933.30	\$ 0.65	\$ 994.50		
43	Asphalt Concrete Pavement (Path) (3") with 4" Agg Base	sy	1,634	\$ 30	\$ 49,020.00	\$ 27.00	\$ 44,118.00	\$ 25.28	\$ 41,307.52	\$ 22.66	\$ 37,026.44	\$ 11.66	\$ 19,052.44		

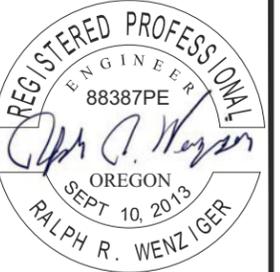
44	Asphalt Concrete Pavement (Roadway) (4" set in 2-2" lifts)	ton	1,671	\$ 90	\$ 150,390.00	\$ 77.00	\$ 128,667.00	\$ 73.73	\$ 123,202.83	\$ 82.18	\$ 137,322.78	\$ 35.88	\$ 59,953.62
45	Standard Concrete Sidewalk (4" Thick) with 4" Agg Base	sf	4,180	\$ 7	\$ 29,260.00	\$ 6.50	\$ 27,170.00	\$ 9.18	\$ 38,372.40	\$ 8.63	\$ 36,073.40	\$ 3.48	\$ 14,541.76
46	Standard Curb & Gutter	lf	4,861	\$ 25	\$ 121,525.00	\$ 18.00	\$ 87,498.00	\$ 20.05	\$ 97,463.05	\$ 16.84	\$ 81,859.24	\$ 8.88	\$ 43,149.48
47	6" PCC Valley Gutter with 6" Agg Base	sf	420	\$ 12	\$ 5,040.00	\$ 16.70	\$ 7,014.00	\$ 21.23	\$ 8,916.60	\$ 18.05	\$ 7,581.00	\$ 7.55	\$ 3,172.40
48	Commercial Reinforced Driveway Approach with 6" Agg Base	sf	495	\$ 15	\$ 7,425.00	\$ 18.00	\$ 8,910.00	\$ 19.19	\$ 9,499.05	\$ 19.93	\$ 9,865.35	\$ 8.01	\$ 3,966.60
49	Standard 6" Thick Residential Driveway Approach with 6" Agg Base	sf	1,863	\$ 10	\$ 18,630.00	\$ 9.00	\$ 16,767.00	\$ 11.05	\$ 20,586.15	\$ 12.70	\$ 23,660.10	\$ 4.75	\$ 8,849.25
50	Handi-cap Access Ramp with 4" Agg Base	sf	800	\$ 10	\$ 8,000.00	\$ 11.25	\$ 9,000.00	\$ 33.64	\$ 26,912.00	\$ 14.28	\$ 11,424.00	\$ 7.69	\$ 6,148.44
51	Truncated Dome	sf	90	\$ 25	\$ 2,250.00	\$ 25.00	\$ 2,250.00	\$ 60.00	\$ 5,400.00	\$ 39.55	\$ 3,559.50	\$ 16.62	\$ 1,495.50
52	12" Wide Thermoplastic Stop Bar/ Crosswalks	lf	280	\$ 20.00	\$ 5,600.00	\$ 8.00	\$ 2,240.00	\$ 9.75	\$ 2,730.00	\$ 9.60	\$ 2,688.00	\$ 5.26	\$ 1,473.11
53	Continental Crosswalk Pavement Markings	lf	200	\$ 10.00	\$ 2,000.00	\$ 8.00	\$ 1,600.00	\$ 10.15	\$ 2,030.00	\$ 9.60	\$ 1,920.00	\$ 4.19	\$ 838.89
54	Painted Pavement Markings (4-inches wide) any color (Yellow - White)	lf	2,062	\$ 2.00	\$ 4,124.00	\$ 1.50	\$ 3,093.00	\$ 1.91	\$ 3,938.42	\$ 1.98	\$ 4,082.76	\$ 0.82	\$ 1,693.13
55	Thermoplastic Pavement Markings (Directional arrow, symbols etc...)	ea	3	\$ 100	\$ 300.00	\$ 400.00	\$ 1,200.00	\$ 410.00	\$ 1,230.00	\$ 339.03	\$ 1,017.09	\$ 138.78	\$ 416.34
56	Lighting Handhole	ea	4	\$ 1,900	\$ 7,600.00	\$ 480.00	\$ 1,920.00	\$ 480.00	\$ 1,920.00	\$ 542.45	\$ 2,169.80	\$ 378.05	\$ 1,512.20
57	Street Light Pole Base - Installed	ea	18	\$ 700	\$ 12,600.00	\$ 925.00	\$ 16,650.00	\$ 911.00	\$ 16,398.00	\$ 1,029.53	\$ 18,531.54	\$ 396.17	\$ 7,131.06
58	Utility Trench/Placement	lf	2,780	\$ 10	\$ 27,800.00	\$ 15.00	\$ 41,700.00	\$ 12.00	\$ 33,360.00	\$ 11.83	\$ 32,887.40	\$ 5.43	\$ 15,083.04
59	1" Conduit & Materials for Street Light Pole Lighting - Installed	lf	2,780	\$ 22	\$ 61,160.00	\$ 4.00	\$ 11,120.00	\$ 1.75	\$ 4,865.00	\$ 1.93	\$ 5,365.40	\$ 3.30	\$ 9,167.82
60	New Traffic Signs - Installed	ea	12	\$ 250	\$ 3,000.00	\$ 350.00	\$ 4,200.00	\$ 1,055.00	\$ 12,660.00	\$ 589.66	\$ 7,075.92	\$ 249.41	\$ 2,992.88
61	Bollard	ea	6	\$ 600	\$ 3,600.00	\$ 800.00	\$ 4,800.00	\$ 450.00	\$ 2,700.00	\$ 593.31	\$ 3,559.86	\$ 271.48	\$ 1,628.87
62	Large Concrete Block Retaining Wall (2' X 2' X 4') - w/ Geogrid	sf	1,888	\$ 58	\$ 109,504.00	\$ 85.00	\$ 160,480.00	\$ 166.00	\$ 313,408.00	\$ 95.88	\$ 181,021.44	\$ 44.99	\$ 84,934.83
63	Mortared Concrete Block Wall - 8" CMU (Cast in Place)	sf	1,477	\$ 50	\$ 73,850.00	\$ 73.00	\$ 107,821.00	\$ 50.79	\$ 75,016.83	\$ 77.43	\$ 114,364.11	\$ 27.91	\$ 41,227.99
64	Mortared Concrete Block Wall - 12" CMU (Cast in Place)	sf	208	\$ 53	\$ 11,024.00	\$ 79.00	\$ 16,432.00	\$ 130.22	\$ 27,085.76	\$ 103.88	\$ 21,607.04	\$ 40.68	\$ 8,460.98
65	Handrail	lf	165	\$ 75	\$ 12,375.00	\$ 50.00	\$ 8,250.00	\$ 45.00	\$ 7,425.00	\$ 72.01	\$ 11,881.65	\$ 26.89	\$ 4,436.85
66	Guardrail	lf	140	\$ 150	\$ 21,000.00	\$ 114.00	\$ 15,960.00	\$ 105.00	\$ 14,700.00	\$ 118.66	\$ 16,612.40	\$ 54.18	\$ 7,585.82
67	10" PVC Storm Drain Pipe	lf	65	\$ 125.00	\$ 8,125.00	\$ 54.00	\$ 3,510.00	\$ 53.00	\$ 3,445.00	\$ 99.97	\$ 6,498.05	\$ 36.89	\$ 2,397.56
	Construction Subtotal				\$ 1,766,381.44		\$ 1,489,814.00		\$ 1,948,351.85		\$ 1,779,179.60		\$ 775,969.65

DATE: 6/15/15 FILE: Z:\CW_Projects\2302\Newport\2302-027 Newport Abalone and 30th Roadway\Imps\Drawings\Divg\Abalone & 30th - DESIGN.dwg



1
G4

SHEET INDEX MAP
1" = 200'



EXPIRATION DATE: 06/30/16



Civil West
Engineering Services, Inc.

541-264-7040
www.civilwest.com

609 SW Hurbert Street
Newport, Oregon 97365

REV.	DATE	DESCRIPTION	BY

Designed By: RMW	Drawn By: ALF	Checked By: MEH
Project No: 2302-027		

CITY OF NEWPORT
LINCOLN COUNTY, OREGON

SW ABALONE ST. & 30TH ST.
ROADWAY IMPROVEMENTS

SHEET INDEX MAP

Date: **June 2015**

Sheet No: **G4**

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VIII.C.
Meeting Date: 8/3/15

Agenda Item:

Notice of Intent to Award a Contract for SE Ferry Slip Road Improvement Project

Background:

On July 22nd, four bids were received for improvements on Ferry Slip Road from SE Ash Street to SE 32nd Street, which includes widening the road, installing curb and gutter on both sides of the road, paving the road, installation of street lights, and the installation of a multi-use path on the west side from SE Ash Street to SE Marine Service Drive. The low bid was from KSH Construction Company, located in Keizer, Oregon.

Recommended Action:

I recommend the City Council consider the following motion:

I move that the City of Newport issue a notice of intent to award the Ferry Slip Road Improvement Project to KSH Construction Company, Keizer, Oregon, in the amount of \$868,868, being the low bid and meeting specifications, and contingent upon no protest, authorize the award and direct the City Manager to execute the contract after seven days on behalf of the City of Newport.

Fiscal Effects:

\$1,638,000 was budgeted in the 2015-16 Fiscal Year Budget for this project. This is a sufficient amount for the construction and engineering expenses to complete this work. Please note that the engineer's estimate for this work was \$1,960,315. This is a South Beach Urban Renewal Project.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager



Agenda Item # VIII.C
 Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
 City Of Newport, Oregon

Issue/Agenda Title: Notice of Intent to Award Ferry Slip Road Improvements Project to KSH Construction Co.

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

Notice of Intent to Award Ferry Slip Road Improvements Project to KSH Construction Co.

Staff Recommendation:

Staff recommends awarding the Ferry Slip Road Improvements Contract to KSH Construction Co, in the amount of \$868,868.

Proposed Motion:

I move that the City of Newport Public Works Department issue a Notice of Intent to Award the **Ferry Slip Road Improvements** Contract to **KSH Construction Co**, in the amount of **\$868,868** and contingent upon no protest, authorize award and direct the City Manager to execute the contract after 7 days on behalf of the City of Newport.

Key Facts and Information Summary:

This project is a South Beach Urban Renewal Project and includes improvements on Ferry Slip Road from SE Ash Street to SE 32nd Street including widening the road, installation of curb and gutter on both sides, overlay of the road, installation of street lights, and the installation of a multiuse path on the west side from SE Ash Street to SE Marine Science Drive.

Bids were opened for this project on Wednesday, July 22, 2015 at 2:00 pm. The bid results are as follows:

No.	Contractor	Total Bid
	Engineers Estimate	\$1,096,315.40
1	KSH Construction Co.	\$868,868.00
2	Banzer Construction Co.	\$960,449.00
3	Road and Driveway Co.	\$1,051,710.02
4	C&M Excavation &Utilities, LLC	\$1,097,133.00

The apparent low bidder on the project is KSH Construction in the amount of \$868,868.00.

Other Alternatives Considered:

None

City Council Goals:

N/A

Attachment List:

- Detailed bid tabulation.
- Project site drawing

Fiscal Notes:

This project is being funded through the South Beach Urban Renewal District. \$1,638,000 was budgeted in the FY15-16 budget for this project.

DATE: 6/19/15 FILE: Z:\CW_Projects\2302 Newport Ferry Slip Road Improvements\Drawings\Dwg\Ferry Slip Road - DESIGN.dwg



EXPIRATION DATE: 06/30/16



Civil West
Engineering Services, Inc.

541-264-7040
www.civilwest.com

609 SW Hubert Street
Newport, Oregon 97365

REV.	DATE	DESCRIPTION	BY

Designed By: RW
Drawn By: ALF
Checked By: RW
Project No: 2302-023

CITY OF NEWPORT
LINCOLN COUNTY, OREGON

SE FERRY SLIP ROAD
ROADWAY IMPROVEMENTS

PROJECT OVERVIEW

1
G4

PROJECT OVERVIEW

1" = 200'



Date Sheet No.

G4

June 2015

City of Newport
 Ferry Slip Road Improvements
 Project Number 2302-023
 Bid Results - July 22, 2015

2pm

Item	Description	Est.	Unit	Engineers Estimate		#1 KSH Construction Co.		#2 Banzer Construction Co.		#3 Road and Driveway Co.		#4 C&M Excavation & Utilities, LLC	
				Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total
				Quantity	Amount	Amount	Amount	Amount	Amount	Amount	Amount		
1	Mobilization Bonds and Insurance	ls	1	\$75,222.91	\$ 75,222.91	\$ 76,779.80	\$ 76,779.80	\$ 90,000.00	\$ 90,000.00	\$ 40,750.00	\$ 40,750.00	\$ 130,000.00	\$ 130,000.00
2	Temporary Facilities and Controls	ls	1	\$30,089.16	\$ 30,089.16	\$ 27,000.00	\$ 27,000.00	\$ 70,000.00	\$ 70,000.00	\$ 124,245.25	\$ 124,245.25	\$ 74,100.00	\$ 74,100.00
3	Demolition and Site Preparation	ls	1	\$60,178.33	\$ 60,178.33	\$ 40,000.00	\$ 40,000.00	\$ 50,000.00	\$ 50,000.00	\$ 47,500.00	\$ 47,500.00	\$ 71,000.00	\$ 71,000.00
4	Foundation Stabilization	cy	50	\$40.00	\$ 2,000.00	\$ 60.00	\$ 3,000.00	\$ 35.00	\$ 1,750.00	\$ 54.00	\$ 2,700.00	\$ 52.00	\$ 2,600.00
5	Roadway Excavation (Cut/Fill)	cy	2200	\$30.00	\$ 66,000.00	\$ 21.00	\$ 46,200.00	\$ 18.00	\$ 39,600.00	\$ 20.29	\$ 44,638.00	\$ 32.00	\$ 70,400.00
6	10" PVC SDR 35 Storm Drain Pipe	lf	59	\$ 110.00	\$ 6,490.00	\$ 60.00	\$ 3,540.00	\$ 50.00	\$ 2,950.00	\$ 75.00	\$ 4,425.00	\$ 100.00	\$ 5,900.00
7	12" PVC SDR 35 Storm Drain Pipe	lf	621	\$ 125	\$ 77,625.00	\$ 52.00	\$ 32,292.00	\$ 55.00	\$ 34,155.00	\$ 80.00	\$ 49,680.00	\$ 70.00	\$ 43,470.00
8	15" SDR35 Storm Drain Pipe	lf	142	\$ 135	\$ 19,170.00	\$ 70.00	\$ 9,940.00	\$ 60.00	\$ 8,520.00	\$ 90.00	\$ 12,780.00	\$ 81.00	\$ 11,502.00
9	Storm Drain Catch Basin (Advantage)	ea	7	\$ 2,000	\$ 14,000.00	\$ 1,650.00	\$ 11,550.00	\$ 1,700.00	\$ 11,900.00	\$ 2,500.00	\$ 17,500.00	\$ 1,700.00	\$ 11,900.00
10	New 48" SD Manhole - 3'-10' Depth	ea	2	\$ 4,000	\$ 8,000.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00	\$ 5,000.00	\$ 10,000.00	\$ 3,500.00	\$ 7,000.00
11	New 10' SD Diameter Manhole	ea	1	\$ 8,000	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00	\$ 23,000.00	\$ 23,000.00	\$ 33,780.00	\$ 33,780.00	\$ 15,900.00	\$ 15,900.00
12	New 60" SD Manhole 3'-10' Depth	ea	1	\$ 5,500	\$ 5,500.00	\$ 4,300.00	\$ 4,300.00	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
13	Connection to Existing Storm Drain Manhole/ Structures	ea	5	\$ 250	\$ 1,250.00	\$ 1,500.00	\$ 7,500.00	\$ 2,000.00	\$ 10,000.00	\$ 1,500.00	\$ 7,500.00	\$ 1,000.00	\$ 5,000.00
14	Manhole Frame/Rim Adjustment	ea	16	\$ 350	\$ 5,600.00	\$ 300.00	\$ 4,800.00	\$ 200.00	\$ 3,200.00	\$ 533.83	\$ 8,541.28	\$ 425.00	\$ 6,800.00
15	Standard Valley Gutter - 3' wide	sy	325	\$ 150	\$ 48,750.00	\$ 99.00	\$ 32,175.00	\$ 90.00	\$ 29,250.00	\$ 114.39	\$ 37,176.75	\$ 166.00	\$ 53,950.00
16	Standard Inlet (for Valley Gutter)	ea	6	\$ 2,000	\$ 12,000.00	\$ 1,800.00	\$ 10,800.00	\$ 1,500.00	\$ 9,000.00	\$ 2,000.00	\$ 12,000.00	\$ 1,600.00	\$ 9,600.00
17	Grated Inlet (D&L Foundry)	ea	3	\$ 1,800	\$ 5,400.00	\$ 1,600.00	\$ 4,800.00	\$ 1,900.00	\$ 5,700.00	\$ 1,000.00	\$ 3,000.00	\$ 1,680.00	\$ 5,040.00
18	Area Inlet/Drain	ea	8	\$ 1,700	\$ 13,600.00	\$ 1,700.00	\$ 13,600.00	\$ 1,700.00	\$ 13,600.00	\$ 2,500.00	\$ 20,000.00	\$ 1,400.00	\$ 11,200.00
19	Manhole Catch Basin	ea	2	\$ 3,000	\$ 6,000.00	\$ 2,900.00	\$ 5,800.00	\$ 3,500.00	\$ 7,000.00	\$ 3,000.00	\$ 6,000.00	\$ 2,600.00	\$ 5,200.00
20	Geotextile Fabric	sy	9,058	\$ 1.00	\$ 9,058.00	\$ 1.00	\$ 9,058.00	\$ 1.00	\$ 9,058.00	\$ 0.75	\$ 6,793.50	\$ 1.00	\$ 9,058.00
21	1 1/2"-0 Compacted Aggregate Sub Base Rock (8" Deep)	tons	1,302	\$ 32	\$ 41,664.00	\$ 23.50	\$ 30,597.00	\$ 27.00	\$ 35,154.00	\$ 31.56	\$ 41,091.12	\$ 30.00	\$ 39,060.00
22	3/4"-0 Compacted Aggregate & Leveling Course (Depth as req'd)	tons	842	\$ 35	\$ 29,470.00	\$ 30.50	\$ 25,681.00	\$ 29.00	\$ 24,418.00	\$ 37.61	\$ 31,667.62	\$ 38.00	\$ 31,996.00
23	Gravel Surfacing (2" Inches)	sf	8,349	\$ 3.00	\$ 25,047.00	\$ 0.30	\$ 2,504.70	\$ 1.00	\$ 8,349.00	\$ 0.45	\$ 3,757.05	\$ 1.50	\$ 12,523.50
24	Truncated Domes	sf	120	\$ 25	\$ 3,000.00	\$ 60.00	\$ 7,200.00	\$ 60.00	\$ 7,200.00	\$ 60.00	\$ 7,200.00	\$ 25.00	\$ 3,000.00
25	Standard Curb & Gutter	lf	2,066	\$ 25	\$ 51,650.00	\$ 26.00	\$ 53,716.00	\$ 23.00	\$ 47,518.00	\$ 27.15	\$ 56,091.90	\$ 19.00	\$ 39,254.00
26	Typical Straight Type "C" Curb	lf	1,453	\$ 18	\$ 26,154.00	\$ 21.00	\$ 30,513.00	\$ 18.00	\$ 26,154.00	\$ 23.80	\$ 34,581.40	\$ 19.00	\$ 27,607.00
27	Commercial Reinforced Driveway Approach (8" thick) with 6" Agg Base	sf	5,174	\$ 18	\$ 93,132.00	\$ 12.50	\$ 64,675.00	\$ 12.00	\$ 62,088.00	\$ 11.53	\$ 59,656.22	\$ 12.50	\$ 64,675.00
28	Level 3 Mix, 1/2" dense HMAC Overlay (2" lift)	ton	763	\$ 85	\$ 64,855.00	\$ 75.00	\$ 57,225.00	\$ 74.00	\$ 56,462.00	\$ 73.73	\$ 56,255.99	\$ 78.00	\$ 59,514.00
29	Asphalt Concrete Pavement - Roadway Construction Dig Out and Trench Patching (4" set in 2-2" lifts)	ton	929	\$ 90	\$ 83,610.00	\$ 75.00	\$ 69,675.00	\$ 82.00	\$ 76,178.00	\$ 73.73	\$ 68,495.17	\$ 77.00	\$ 71,533.00
30	Asphalt Concrete Pavement - Path (3" single lift) with 4" Agg Base	sy	3,274	\$ 30	\$ 98,220.00	\$ 18.50	\$ 60,569.00	\$ 20.00	\$ 65,480.00	\$ 33.92	\$ 111,054.08	\$ 27.00	\$ 88,398.00
31	Standard 6" Thick Residential Driveway Approach with 6" Agg Base	sf	1,050	\$ 10	\$ 10,500.00	\$ 25.00	\$ 26,250.00	\$ 6.00	\$ 6,300.00	\$ 13.64	\$ 14,322.00	\$ 11.00	\$ 11,550.00
32	Lighting Handhold	ea	2	\$ 250	\$ 500.00	\$ 130.00	\$ 260.00	\$ 200.00	\$ 400.00	\$ 226.00	\$ 452.00	\$ 480.00	\$ 960.00
33	Street Light Pole Base - Installed (Acorn)	ea	9	\$ 700	\$ 6,300.00	\$ 450.00	\$ 4,050.00	\$ 900.00	\$ 8,100.00	\$ 911.00	\$ 8,199.00	\$ 925.00	\$ 8,325.00
34	1" Conduit & Materials for Street Light Pole Lighting - Installed	lf	1,050	\$ 22	\$ 23,100.00	\$ 16.00	\$ 16,800.00	\$ 12.00	\$ 12,600.00	\$ 3.90	\$ 4,095.00	\$ 20.00	\$ 21,000.00
35	Painted Pavement Striping (4-inches wide) any color (Yellow - White)	lf	3,825	\$ 2.00	\$ 7,650.00	\$ 1.00	\$ 3,825.00	\$ 1.00	\$ 3,825.00	\$ 1.01	\$ 3,863.25	\$ 1.50	\$ 5,737.50
36	Thermoplastic Pavement Markings (Directional arrow, symbols etc...)	ea	14	\$ 100.00	\$ 1,400.00	\$ 285.00	\$ 3,990.00	\$ 285.00	\$ 3,990.00	\$ 300.71	\$ 4,209.94	\$ 400.00	\$ 5,600.00
37	12" Wide Thermoplastic Stop Bar/ Crosswalks	lf	320	\$ 20	\$ 6,400.00	\$ 7.85	\$ 2,512.00	\$ 8.00	\$ 2,560.00	\$ 8.54	\$ 2,732.80	\$ 8.00	\$ 2,560.00
38	Bollards	ea	10	\$ 600	\$ 6,000.00	\$ 700.00	\$ 7,000.00	\$ 700.00	\$ 7,000.00	\$ 450.00	\$ 4,500.00	\$ 800.00	\$ 8,000.00
39	Cold Plane/ Grind Pavement Removal (2-Inches deep)	sf	35,800	\$ 0.40	\$ 14,320.00	\$ 0.35	\$ 12,530.00	\$ 1.50	\$ 53,700.00	\$ 0.52	\$ 18,616.00	\$ 0.40	\$ 14,320.00
40	Landscape Restoration & Cleanup	ls	1	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 7,060.00	\$ 7,060.00	\$ 1,000.00	\$ 1,000.00
41	Standard Concrete Sidewalk & Ramp with 4" Agg Base	sf	1,730	\$ 7.00	\$ 12,110.00	\$ 9.00	\$ 15,570.00	\$ 5.00	\$ 8,650.00	\$ 7.49	\$ 12,957.70	\$ 12.00	\$ 20,760.00
42	Continental Crosswalk Pavement Markings	lf	330	\$ 10.00	\$ 3,300.00	\$ 7.85	\$ 2,590.50	\$ 8.00	\$ 2,640.00	\$ 8.52	\$ 2,811.60	\$ 8.00	\$ 2,640.00
43	Decorative Landscape Boulders (24")	ea	20	\$ 200.00	\$ 4,000.00	\$ 100.00	\$ 2,000.00	\$ 150.00	\$ 3,000.00	\$ 51.52	\$ 1,030.40	\$ 125.00	\$ 2,500.00
	Construction Subtotal				\$ 1,096,315.40		\$ 868,868.00		\$ 960,449.00		\$ 1,051,710.02		\$ 1,097,133.00

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VIII.D.
Meeting Date: 8/3/15

Agenda Item:

Notice of Intent to Award a Contract for Safe Haven Hill Tsunami Evacuation Improvement Project.

Background:

On July 22nd, four bids were received for the installation of sidewalks, and multi-use paths to improve accessibility to Safe Haven Hill for purposes of tsunami evacuation. The improvements include sidewalks and multi-use paths on SW Abalone Street and at the end of SW 28th, extension of a 12 foot access road to the top of Safe Haven Hill, stairs on the South side of the hill, a three foot wide trail on the north side of the hill, and emergency lightening. Please note that 75% of the funds for this project are coming from a FEMA grant, with 25% coming from the South Beach Urban Renewal Agency.

Recommended Action:

I recommend the City Council consider the following motion:

I move that the City of Newport issue a Notice of Intent to award the Safe Haven Hill Tsunami Evacuation Improvement Project contract to KSH Construction Company, Keizer, Oregon, in the amount of \$424,364 being the low bid and meeting specifications, and contingent upon no protest, authorize the award and direct the City Manager to execute the contract after seven days on behalf of the City of Newport.

Fiscal Effects:

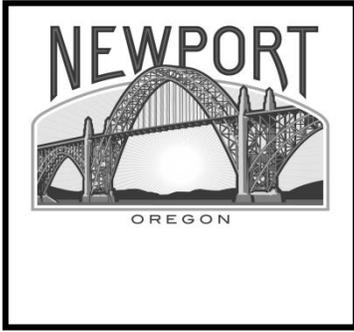
\$599,847 has been appropriated for this project, with construction costs at \$424,364, there is sufficient funding for construction and the related construction engineering services to complete this project.

Alternatives:

None recommended.

Respectfully submitted,

Spencer R. Nebel
City Manager



Agenda Item # VIII.D
Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Notice of Intent to Award Safe Haven Hill Tsunami Evacuation Improvements Project to KSH Construction Co.

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

Notice of Intent to Award Safe Haven Hill Tsunami Evacuation Improvements Project to KSH Construction Co.

Staff Recommendation:

Staff recommends awarding the Safe Haven Hill Tsunami Evacuation Improvements Project Contract to KSH Construction Co, in the amount of \$424,364.

Proposed Motion:

I move that the City of Newport Public Works Department issue a Notice of Intent to Award the **Safe Haven Hill Tsunami Evacuation Improvements Project** Contract to **KSH Construction Co**, in the amount of **\$424,364** and contingent upon no protest, authorize award and direct the City Manager to execute the contract after 7 days on behalf of the City of Newport.

Key Facts and Information Summary:

This project is a FEMA funded project with matching funds from the South Beach Urban Renewal Agency. The project involves the installation of sidewalks and multi-use paths to improve the accessibility of Safe Haven Hill for tsunami evacuation. The improvements include sidewalks and multi-use paths on SW Abalone Street and at the end of SW 28th Street, extension of a 12' wide access road to the top of Safe Haven Hill, stairs on the south side of the hill, a 3' wide trail on the north side of the hill, and some emergency lighting.

Bids were opened for this project on Wednesday, July 22, 2015 at 3:00 pm. The bid results are as follows:

No.	Contractor	Total Bid
	Engineers Estimate	\$447,457.82
1	KSH Construction Co.	\$424,364.00
2	Banzer Construction Co.	\$445,144.00
3	Clackamas Construction, Inc.	\$477,177.00
4	C&M Excavation & Utilities, LLC.	\$516,381.00

The apparent low bidder on the project is KSH Construction in the amount of \$424,364.00.

Other Alternatives Considered:

None

City Council Goals:

N/A

Attachment List:

- Detailed bid tabulation.
- Project site drawing

Fiscal Notes:

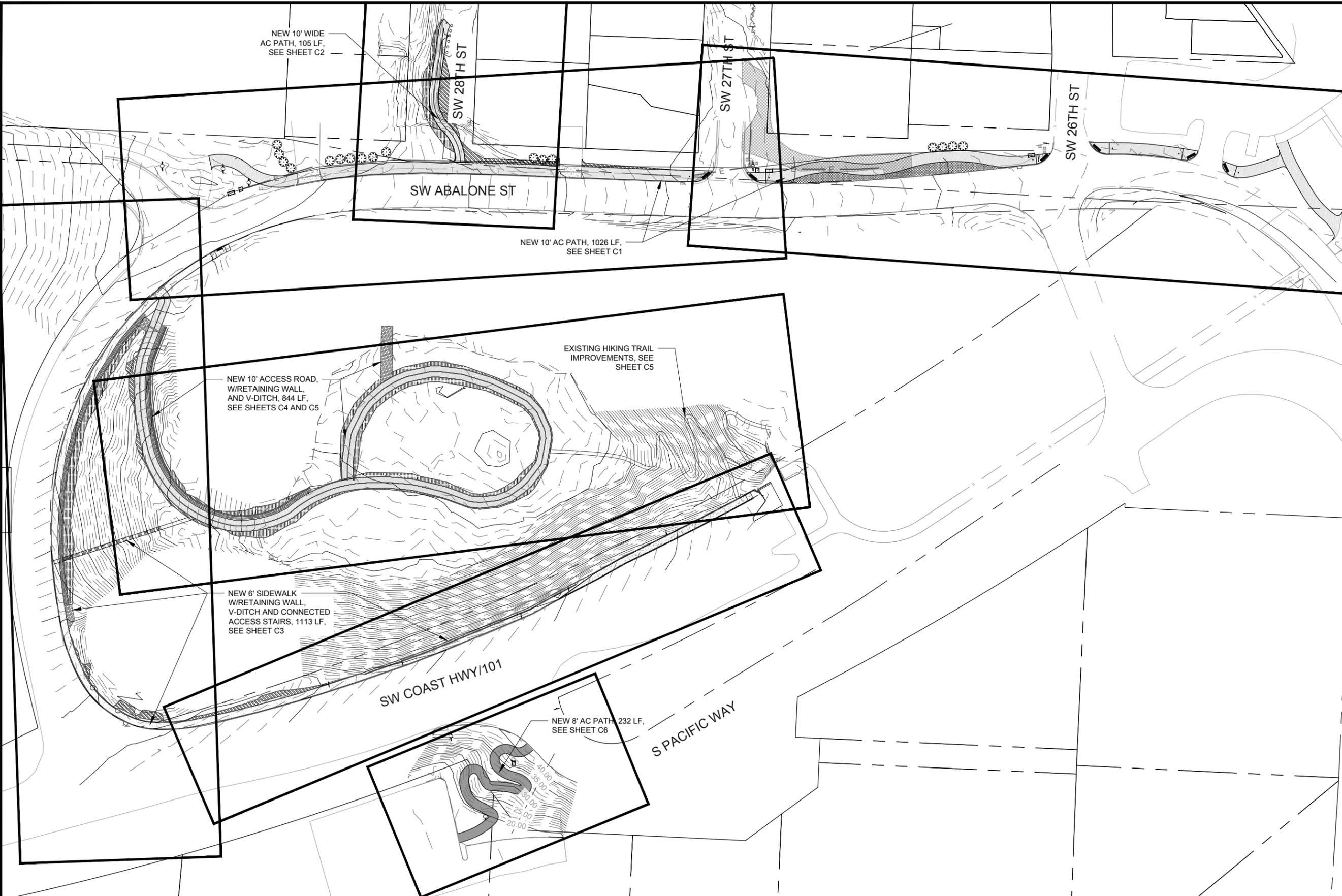
This project is being funded through a FEMA grant with 75% of the funds coming from FEMA and 25% matching funds from the South Beach Urban Renewal Agency. Funding budgeted in the FY15-16 budget for this project is as follows:

FEMA	\$419,130
SB URA	<u>\$180,717</u>
TOTAL:	\$599,847

City of Newport
 Safe Haven Hill Tsunami Retrofit
 Project Number 2302-033
 Bid Results -July 22, 2015

3pm

Item	Description	Est.	Unit	Engineers Estimate		#1 KSH Construction Co.		#2 Banzer Construction Co.		#3 Clackamas Construction, Inc.		#4 C&M Excavation & Utilities, LLC	
				Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total
				Quantity	Amount	Amount	Amount	Amount	Amount	Amount	Amount		
1	Mobilization - Bonds and Insurance	ls	1	\$33,788.78	\$ 33,788.78	\$ 41,596.00	\$ 41,596.00	\$ 50,000.00	\$ 50,000.00	\$ 59,028.80	\$ 59,028.80	\$ 75,000.00	\$ 75,000.00
2	Construction Facilities and Temporary Controls	ls	1	\$27,031.03	\$ 27,031.03	\$ 29,000.00	\$ 29,000.00	\$ 50,000.00	\$ 50,000.00	\$ 67,509.00	\$ 67,509.00	\$ 24,500.00	\$ 24,500.00
3	Demolition and Site Preparation	ls	1	\$13,515.51	\$ 13,515.51	\$ 12,000.00	\$ 12,000.00	\$ 25,000.00	\$ 25,000.00	\$ 37,739.00	\$ 37,739.00	\$ 35,525.00	\$ 35,525.00
4	1 1/2"-0 Compacted Aggregate Sub Base Rock (8" Deep)	ton	352	\$ 32	\$ 11,264.00	\$ 35.00	\$ 12,320.00	\$ 40.00	\$ 14,080.00	\$ 56.25	\$ 19,800.00	\$ 39.00	\$ 13,728.00
5	3/4"-0 Compacted Aggregate & Leveling Course	ton	44	\$ 35	\$ 1,540.00	\$ 100.00	\$ 4,400.00	\$ 60.00	\$ 2,640.00	\$ 88.50	\$ 3,894.00	\$ 79.00	\$ 3,476.00
6	Woven Subgrade Geotextile	sy	8,930	\$ 1.25	\$ 11,162.50	\$ 1.00	\$ 8,930.00	\$ 1.00	\$ 8,930.00	\$ 1.40	\$ 12,502.00	\$ 1.00	\$ 8,930.00
7	3" AC Pavement (Roadway)	ton	132	\$ 90.00	\$ 11,880.00	\$ 75.00	\$ 9,900.00	\$ 75.00	\$ 9,900.00	\$ 82.00	\$ 10,824.00	\$ 79.00	\$ 10,428.00
8	Ditch Inlet (3" Rip Rap)	cy	4	\$ 55.00	\$ 220.00	\$ 200.00	\$ 800.00	\$ 150.00	\$ 600.00	\$ 200.00	\$ 800.00	\$ 132.00	\$ 528.00
9	Ditch/Culvert Outfall (6"-8" Rip Rap)	cy	8	\$ 85.00	\$ 680.00	\$ 200.00	\$ 1,600.00	\$ 150.00	\$ 1,200.00	\$ 200.00	\$ 1,600.00	\$ 132.00	\$ 1,056.00
10	Roadway Excavation (Cut/Fill)	cy	1152	\$ 30.00	\$ 34,560.00	\$ 16.00	\$ 18,432.00	\$ 24.00	\$ 27,648.00	\$ 21.75	\$ 25,056.00	\$ 45.00	\$ 51,840.00
11	Roadside V-Ditch Excavation	cy	285	\$ 30.00	\$ 8,550.00	\$ 18.00	\$ 5,130.00	\$ 34.00	\$ 9,690.00	\$ 5.00	\$ 1,425.00	\$ 18.00	\$ 5,130.00
12	12" PVC Culvert	lf	24	\$ 55.00	\$ 1,320.00	\$ 50.00	\$ 1,200.00	\$ 40.00	\$ 960.00	\$ 75.00	\$ 1,800.00	\$ 70.00	\$ 1,680.00
13	Manhole Frame Adjustment	ea	1	\$ 350.00	\$ 350.00	\$ 500.00	\$ 500.00	\$ 250.00	\$ 250.00	\$ 870.00	\$ 870.00	\$ 425.00	\$ 425.00
14	CMU Retaining Wall	sf	800	\$ 55.00	\$ 44,000.00	\$ 60.00	\$ 48,000.00	\$ 75.00	\$ 60,000.00	\$ 38.60	\$ 30,880.00	\$ 59.37	\$ 47,496.00
15	6' Concrete Sidewalk (4" thick) with 4" Agg Base	sf	5172	\$ 11.00	\$ 56,892.00	\$ 7.00	\$ 36,204.00	\$ 5.50	\$ 28,446.00	\$ 8.35	\$ 43,186.20	\$ 7.00	\$ 36,204.00
16	Typical Straight Type "C" Curb	lf	202	\$ 18.00	\$ 3,636.00	\$ 30.00	\$ 6,060.00	\$ 29.00	\$ 5,858.00	\$ 30.50	\$ 6,161.00	\$ 29.00	\$ 5,858.00
17	Residential Driveway Approach with 6" Agg Base	sf	430	\$ 10.00	\$ 4,300.00	\$ 13.00	\$ 5,590.00	\$ 13.00	\$ 5,590.00	\$ 11.00	\$ 4,730.00	\$ 9.00	\$ 3,870.00
18	Commercial Reinforced Driveway Approach with 6" Agg Base	sf	66	\$ 18.00	\$ 1,188.00	\$ 27.00	\$ 1,782.00	\$ 22.00	\$ 1,452.00	\$ 22.00	\$ 1,452.00	\$ 14.00	\$ 924.00
19	Handi-cap Access Ramp with 4" Agg Base	sf	108	\$ 10.00	\$ 1,080.00	\$ 32.00	\$ 3,456.00	\$ 14.00	\$ 1,512.00	\$ 19.25	\$ 2,079.00	\$ 20.00	\$ 2,160.00
20	Truncated Dome	sf	72	\$ 25.00	\$ 1,800.00	\$ 60.00	\$ 4,320.00	\$ 35.00	\$ 2,520.00	\$ 68.00	\$ 4,896.00	\$ 25.00	\$ 1,800.00
21	Entry Bollard (Removable)	ea	1	\$ 600.00	\$ 600.00	\$ 850.00	\$ 850.00	\$ 1,000.00	\$ 1,000.00	\$ 1,750.00	\$ 1,750.00	\$ 1,200.00	\$ 1,200.00
22	Bollards	ea	6	\$ 600.00	\$ 3,600.00	\$ 700.00	\$ 4,200.00	\$ 600.00	\$ 3,600.00	\$ 1,010.00	\$ 6,060.00	\$ 800.00	\$ 4,800.00
23	12" Wide Thermoplastic Stop Bar/ Crosswalk	lf	143	\$ 20.00	\$ 2,860.00	\$ 32.00	\$ 4,576.00	\$ 32.00	\$ 4,576.00	\$ 12.00	\$ 1,716.00	\$ 8.00	\$ 1,144.00
24	Electrical Connection Fee	ls	1	\$ 2,500.00	\$ 2,500.00	\$ 200.00	\$ 200.00	\$ 25.00	\$ 25.00	\$ 250.00	\$ 250.00	\$ 2,500.00	\$ 2,500.00
25	Street Light Pole Base - Installed (Acorn)	ea	6	\$ 700.00	\$ 4,200.00	\$ 500.00	\$ 3,000.00	\$ 900.00	\$ 5,400.00	\$ 1,030.00	\$ 6,180.00	\$ 925.00	\$ 5,550.00
26	1" Conduit & Materials for Street Light Pole Lighting - Installed	lf	1900	\$ 22.00	\$ 41,800.00	\$ 12.00	\$ 22,800.00	\$ 12.00	\$ 22,800.00	\$ 6.20	\$ 11,780.00	\$ 22.00	\$ 41,800.00
27	Lighting Handhole	ea	7	\$ 250.00	\$ 1,750.00	\$ 150.00	\$ 1,050.00	\$ 400.00	\$ 2,800.00	\$ 542.00	\$ 3,794.00	\$ 480.00	\$ 3,360.00
28	Wooden Retaining Wall	lf	141	\$ 60.00	\$ 8,460.00	\$ 95.00	\$ 13,395.00	\$ 70.00	\$ 9,870.00	\$ 112.00	\$ 15,792.00	\$ 88.00	\$ 12,408.00
29	Wooden Handrail	lf	376	\$ 50.00	\$ 18,800.00	\$ 70.00	\$ 26,320.00	\$ 36.00	\$ 13,536.00	\$ 22.25	\$ 8,366.00	\$ 60.00	\$ 22,560.00
30	4x4 Wooden Stairs W/Landing Pads	step	65	\$ 120.00	\$ 7,800.00	\$ 305.00	\$ 19,825.00	\$ 180.00	\$ 11,700.00	\$ 230.00	\$ 14,950.00	\$ 225.00	\$ 14,625.00
31	Galvanized steel handrail	lf	90	\$ 75.00	\$ 6,750.00	\$ 120.00	\$ 10,800.00	\$ 120.00	\$ 10,800.00	\$ 199.00	\$ 17,910.00	\$ 60.00	\$ 5,400.00
32	Trail (widen to 3')	ls	1	\$ 3,300.00	\$ 3,300.00	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00	\$ 7,910.00	\$ 7,910.00	\$ 6,800.00	\$ 6,800.00
33	Water Diverters	ea	10	\$ 125	\$ 1,250.00	\$ 175.00	\$ 1,750.00	\$ 120.00	\$ 1,200.00	\$ 113.00	\$ 1,130.00	\$ 350.00	\$ 3,500.00
34	Tree Removal	ea	22	\$ 1,300	\$ 28,600.00	\$ 500.00	\$ 11,000.00	\$ 800.00	\$ 17,600.00	\$ 150.00	\$ 3,300.00	\$ 375.00	\$ 8,250.00
35	Decorative Landscape Boulders (18"-24")	ea	6	\$ 200	\$ 1,200.00	\$ 100.00	\$ 600.00	\$ 150.00	\$ 900.00	\$ 300.00	\$ 1,800.00	\$ 125.00	\$ 750.00
36	New 4' to 5' Tall Shore Pine (Pinus contorta)	ea	17	\$ 250	\$ 4,250.00	\$ 350.00	\$ 5,950.00	\$ 125.00	\$ 2,125.00	\$ 255.00	\$ 4,335.00	\$ 500.00	\$ 8,500.00
37	Landscape Restoration	ls	1	\$ 7,500	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00
38	Asphalt Concrete Pavement-Path (3" lift) with 4" Agg Base	sy	1116	\$ 30	\$ 33,480.00	\$ 33.00	\$ 36,828.00	\$ 21.00	\$ 23,436.00	\$ 29.50	\$ 32,922.00	\$ 36.00	\$ 40,176.00
	Construction Subtotal				\$ 447,457.82		\$ 424,364.00		\$ 445,144.00		\$ 477,177.00		\$ 516,381.00



REGISTERED PROFESSIONAL ENGINEER
 88387PE
 OREGON
 SEPT 10, 2013
 RALPH R. WENZIGER
 EXPIRATION DATE: 06/30/16

Civil West
 Engineering Services, Inc.

609 SW Hubert St.
 Newport, Oregon 97365

541-264-7040
 www.civilwest.com

REV.	DATE	DESCRIPTION	BY

Designed By: RFW
 Drawn By: JBJ
 Checked By: MDW
 Project No: 2302-033

CITY OF NEWPORT
 LINCOLN COUNTY, OREGON

SAFE HAVEN HILL TSUNAMI RETROFIT

OVERALL SITE LAYOUT

1
 G1

OVERALL SITE MAP
 NOT TO SCALE



Sheet No. G1
 Date: June 2015

CITY MANAGER'S REPORT AND RECOMMENDATIONS



Agenda#: VIII.E.
Meeting Date: 8/3/15

Agenda Item:

Authorization of Change Orders with Chase Park Grants.

Background:

As you are aware the City has had an ongoing contract with Chase Park Grants for support and advocacy of pursuing various grants for the City of Newport. As part of the regular contract, Chase Park Grants works with the City of Newport to gain an understanding of various City projects, scans State, Federal and private sources to try to identify and target particular grant funds that could assist with the financing of these projects, and builds collaborative relationships between the various funding agencies and the City of Newport.

Once specific targets are identified, the City Council is requested to authorize specific projects with Chase Park Grants. These specific task orders have been identified as part of the capital improvements project included in the 2015-16 budget specifically for this purpose.

City Attorney, Steve Rich, Public Works Director, Tim Gross, and I met with Tia Cavender to review the specific task orders for this upcoming fiscal year. I am recommending that we pursue four task orders at this time. The fifth task order that has been appropriated in the budget relates to the planning and design of the Big Creek Remediation Project. I am recommending that we hold on this task order until the City Council has completed its review of the Big Creek Dam Report.

Task Order 3.01 - Wastewater Projects will be to provide direct assistance in obtaining CWSRF loan funds for point source projects in the Nye Beach area, Sam Moore Park water quality improvements, a design of fish passage system with a targeted amount of \$2.5 million, not to exceed expenses for these services of \$36,650.

Task Order 3.02 - Storm Water Projects include the non-point source project related the Sam Moore Sewer improvements, which would assist the City in obtaining \$2.9 million dollars in 1% funds for this project, with a cost to Chase Park Grants not to exceed \$38,850.

Task Order 3.03 - Facility Projects would include grant administration for the \$1.5 million dollar grant for the Fire Station Seismic Stabilization Project for a cost not to exceed \$7,400.

Task Order 3.05 - Water Quality Projects for the Sam Moore Creek Water Quality Improvement Project to seek grants in the amount of \$1.1 million dollars for the combined water quality park improvement projects at Sam Moore Creek with a cost not to exceed \$129,550.

Recommended Action:

I recommend the City Council consider the following motions:

I move to approve Task Order 3.01 for Technical Grant Assistance for Wastewater/Sanitary Sewer Infrastructure with Chase Park Grants, LLC in the amount of \$36,650 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

I move to approve Task Order 3.02 for Technical Grant Assistance for Storm Sewer Infrastructure with Chase Park Grants, LLC in the amount of \$38,850 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

I move to approve Task Order 3.03 for Technical Grant Assistance for Public Facilities with Chase Park Grants, LLC in the amount of \$7,400 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

I move to approve Task Order 3.05 for Technical Grant Assistance for Water Quality Projects with Chase Park Grants, LLC in the amount of \$129,550 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

Fiscal Effects:

These tasks were appropriated in the 2015-16 Capital Outlay Budget for the City of Newport.

Alternatives:

As suggested by the City Council.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. R. Nebel", is written over a light blue circular stamp.

Spencer R. Nebel
City Manager



Agenda Item # VIII.E
Meeting Date August 3, 2015

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Approval of Task 3 Project Specific Task Orders for FY 2016 Technical Assistance Services, Chase Park Grants, LLC

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

Approval of Task 3 Project Specific Task Orders for FY 2016 Technical Assistance Services with Chase Park Grants, LLC

Staff Recommendation:

Approve Task Orders

Proposed Motion:

I move to approve Task Order 3.01 for Technical Grant Assistance for Wastewater/Sanitary Sewer Infrastructure with Chase Park Grants, LLC in the amount of \$36,650 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

I move to approve Task Order 3.02 for Technical Grant Assistance for Storm Sewer Infrastructure with Chase Park Grants, LLC in the amount of \$38,850 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

I move to approve Task Order 3.03 for Technical Grant Assistance for Public Facilities with Chase Park Grants, LLC in the amount of \$7,400 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

~~I move to approve Task Order 3.04 for Technical Grant Assistance for Water Supply and Storage with Chase Park Grants, LLC in the amount of \$145,500 and authorize the City Manager to execute the Task Order on behalf of the City of Newport. (Please note that this motion request is being removed from this memo and will be brought back to the August 17th Council Meeting when Council has had an opportunity to hear further information on the Big Creek Dams 1 and 2 Feasibility Report, however information on this Task Order has been included in this memo for context.)~~

I move to approve Task Order 3.05 for Technical Grant Assistance for Water Quality Projects with Chase Park Grants, LLC in the amount of \$129,550 and authorize the City Manager to execute the Task Order on behalf of the City of Newport.

Key Facts and Information Summary:

These task orders, described in detail in the attached Task 3 Work Orders memo and signature sheets, are for project specific tasks. Each task order includes components of strategic planning including:

- Identify external funding opportunities to support other infrastructure projects such as those emanating from the City's Master Planning Documents (Water, Storm Sewer, and Wastewater).
- Compile comprehensive research data for top prospects (i.e., grant application materials, guidance documents, list of past awards, technical assistance materials).
- Interview program officers to gather information about targeted grant programs.
- Help establish and cultivate relationships with key prospects.
- Participate in planning meetings with City staff and engineering team.
- Recommend tactics to improve the City's grant success.
- Explore strategies to raise capital funds (i.e., designing a demonstration project).
- Identify, research, and make recommendations about leverage opportunities.
- Research and compile grant materials for the City's use.

Task Order 3.01

- Pursue low-interest loan from the Oregon Department of Environmental Quality's (DEQ) Clean Water State Revolving Fund (CWSRF) program to support the following planned point source projects:
 - Remediation of up to six identified cross-connections in the Nye Beach area.
 - Installation of wastewater grinder at Nye Beach pump station.
 - Maximize the City's low-interest potential by leveraging DEQ's Loan Sponsor Option, which combines funding for one or more point source and non-point source projects at interest rates between 1% and 2%.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Provide technical assistance to City staff and its technical advisors.
- Complete and submit loan application, and steward application process during review phase.

Deliverables for 3.01 work will include: 1) Draft and final iterations of the CWSRF loan application for point source program, 2) auxiliary materials for loan application (i.e., cross-cutting documents, engineering reports), and 3) at least two funder meetings with key program officers.

Task Order 3.02

- Pursue low-interest loan from ODEQ's CWSRF program to support three planned nonpoint source projects:
 - Completion of the Bay-Moore Storm Sewer upgrades.
 - Design and installation of a wetland area at Sam Moore Creek.

- Required fish passage mitigation project (for the Bay-Moore sewer replacement project) at Big Creek.
- Maximize the City's low-interest potential by leveraging DEQ's Loan Sponsor Option, which combines funding for one or more point source and non-point source projects at interest rates between 1% and 2%.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Provide technical assistance to City staff and its technical advisors.
- Complete and submit loan application, and steward application process during review phase.

Deliverables for 3.02 work will include: 1) Draft and final iterations of the CWSRF loan application for non-point source program, 2) auxiliary materials for loan application, and 3) at least two funder meetings with key program officers.

Task Order 3.03

- Providing grant administration and fulfill grant reporting requirements for the Infrastructure Finance Authority (IFA) grant for seismic retrofit of the City's Fire Station on NW 10th Street (3.03.01).

Deliverables for 3.03 work will include: 1) Template for grant administration and expense tracking; and 2) Draft and final iterations of quarterly progress reports to funding agency (IFA).

Task Order 3.04 - Contingent upon the outcome of the Big Creek Dams 1 and 2 Feasibility Report

Chase Park has identified three funding opportunities for pursuit in FY2016: the OWRD SB839 Water Supply Development Grant (3.04.02), WaterSMART Water & Energy Efficiency Grant (3.04.03), and the OWRD SB1069 Water Supply Development Feasibility Study Grant Program (3.04.04) for planning of the Rocky Creek Reservoir. Activities are as follows:

- Conduct in-depth research into targeted grant programs to establish appropriate pursuit strategies.
- Conduct key informant interviews, including an in-person meeting with program officers.
- Assess score and ranking criteria, and identify ways to maximize competitiveness.
- Confirm eligibility status and verify eligible project expenses.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Liaise between grant team, IFA program officer, City staff and City consultants.
- Complete application, budget documents, letters of support, and auxiliary materials.

Deliverables for 3.04 work will include: 1) Template for grant administration and expense tracking; and 2) Draft and final iterations of quarterly progress reports to funding agency (IFA).

Task Order 3.05

Grant acquisition to fund water quality improvements at Sam Moore Creek for the purpose of improving the water quality of the Nye Beach outfall. Specifically, Chase Park will help the City pursue three funding programs in FY2016 to help support the planning, design, and construction of the Sam Moore Creek water quality project: 1) the OPRD Local Government Grant Program (3.05.02); 2) the OPRD Land & Water Conservation Fund (3.04.03), and 3) the OPRD Rivers & Trails Program.

Activities are as follows:

- Conduct in-depth research into targeted grant programs to establish appropriate pursuit strategies.
- Conduct key informant interviews, including an in-person meeting with program officers.
- Assess score and ranking criteria, and identify ways to maximize competitiveness.
- Confirm eligibility status and verify eligible project expenses.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Liaise between grant team, IFA program officer, City staff and City consultants.
- Complete application, budget documents, letters of support, and auxiliary materials.

Deliverables for 3.05 work will include: 1) Draft and final iterations of the LGGP grant application, auxiliary materials, 2) Draft and final iterations of the LWCF grant application and auxiliary materials, 3) Conceptual renderings of Sam Moore Park and wetland area, and 4) three funder meetings with key program officers from ODEQ and OPRD.

A chart summarizing the Task 3 grant pursuits, costs, and potential grant amounts is included below:

SUMMARY OF FUNDING PURSUITS PLANNED FOR FYE2016					
Task No.	Funding Pursuit	Designated Project	Cost (subtasks combined)	Target Request Amount	Estimated Deadline
3.01 Wastewater Projects (combined)					
	CWSRF Loan Application (Point Source)	Point Source Projects (Grinder at Nye Beach, Sam Moore Park Water Quality Improvements; design of fish passage system)	\$36,650	\$2.5 million in low-interest funds (1% APR)	Winter 2015
3.02 Stormwater Projects (combined)					
	CWSRF Loan Application (Nonpoint Source)	Nonpoint Source Project (Sam Moore Sewer Improvements)	\$38,850	\$2.9 million in low interest funds (1% APR)	Winter 2015
3.03 Facilities Projects					
	Business Oregon IFA Seismic Retrofit Grant	Fire Station Seismic Stabilization Project	\$7,400	N/A (grant admin for a \$1.5 M grant)	Quarterly
3.04 Water Supply Projects (combined)					
	OWRD Water Supply Grants (839 and 1069 program) and USBR Water & Energy Efficiency Program	Planning & Design of the Big Creek Remediation Project; Feasibility of Rocky Creek Res; & Installation of AMI Equipment and Flow Meters	\$145,500	\$1.6 million in grants	Winter 2015 & Spring 2016
3.05 Water Quality Projects (combined)					
	OPRD Grants (LGGP, LWCD, and Rivers & Trails program)	Sam Moore Creek Water Quality Improvement Project	\$129,550	\$1.1 million in grants	Spring 2016

Other Alternatives Considered:

None.

City Council Goals:

None.

The grants and low interest infrastructure funding acquired through Chase Park Grant's services are consistent with the infrastructure funding goals as identified through the Infrastructure Task Force recommendations which were included in the 2014-15 Council Goals packet.

Attachment List:

- Task 3 Work Orders - City of Newport - FY2016 Technical Assistance Services
- Outcomes Report for Grants Consulting Services (April 2015)

Fiscal Notes:

Funding for each of these task orders has been budgeted in the CIP as part of the FY2016 budget process.

- Task Order 3.01 has been budgeted through various wastewater projects proposed to be funded through an ODEQ SRF low interest loan financed through the Infrastructure Fee.
- Task Order 3.02 is budgeted through project number 2012-015, SE Bay-Moore Storm Sewer Improvement funded partly through the Newport Gas tax, partly through Storm Water SDC's, and partly through SRF funding and through a DEQ SRF low interest loan financed through the Infrastructure Fee.
- Task Order 3.03 is budgeted as part of project 2014-005 funded through revenues from a \$1.5M grant through the Infrastructure Finance Authority.
- Task Order 3.04 is budgeted as part of project 2011-025, Big Creek Dam Preliminary Design funded through the 2015 water rate revenue bond.
- Task Order 3.05 is budgeted as part of project number 2013-020, Sam Moore Creek Water Quality & Trail Improvements funded through DEQ SRF low interest loan financed through the Infrastructure Fee.

CITY OF NEWPORT

GRANTS CONSULTING SERVICES



PREPARED FOR

Tim Gross, City of Newport, OR
Public Works Department

PREPARED BY

Chase Park Grants, LLC

REPORT DATE

April 1, 2015



SUMMARY

In August 2012, Chase Park Grants, LLC (Chase Park) became the grants consultant of record for the City of Newport (City).

The contractual agreement between Chase Park and the City provides for monthly retainer services in which Chase Park conducts in-depth research into top funding opportunities for the City. Project-specific services, such as grant technical assistance and proposal writing, are also provided as Task 3 work orders.

The overall goal of the partnership is to raise new capital funds to supplement standard revenue sources for the City. To accomplish this goal, Chase Park provides on-going technical assistance on potential funding opportunities specific to the City's capital and infrastructure projects.

The following report outlines current goals, activities, and outcomes associated with services provided by Chase Park. Strategic planning efforts conducted since 2012 have resulted in \$8.9M in low-interest (2.49%

APR) financing – a savings of \$2.03M in interest – and, \$2,024,527 in grant funding. The City's hit rate for securing grant funding is 60% for applications submitted. Overall, the City has reaped \$794 for every \$1 invested in Chase Park's strategic grants planning services to date. Work scheduled in FY2015 includes more than \$3.4M in grant pursuits, and \$6M million in low-interest financing (1% APR).

APPROACH

Chase Park is a national research firm that specializes in strategic planning for capital and infrastructure funding. Its approach deviates from traditional funding tactics by using a holistic approach to address the overall and long-term needs of an organization rather than short-term, project-specific funding needs.

Using this approach, success is achieved by:

1. Assessing the fundability of all department projects – not just projects without funding.
2. Building solid, collaborative relationships with representatives with targeted funding agencies.

3. Developing and facilitating strong partnerships within the private sector (businesses, nonprofits) to demonstrate local support.
4. Monitoring funding opportunities that fit with the City's planned projects.
5. Providing technical support and guidance about how to make projects as competitive as possible.

which ultimately allows the City to craft the most competitive applications possible.

Chase Park's strategy engenders long-term funding solutions for capital projects that are typically more difficult to fund (such as projects with no revenue sources, taxes, or user fees). Evidence of the success of these strategies is defined in the following section.



The Big Creek Landslide repair project received more than \$216,000 in grant funds from IFA.

A clear distinction exists between the grant-related approach the City is advancing with Chase Park, and the traditional grant-seeking approach it has employed in the past. First, the City's current approach focuses on proactive, long-term strategic planning rather than knee-jerk reactions to grant RFPs for unfunded or

underfunded projects. Second, the City remains focused on engaging targeted funders, a key component in the conceptual and design phases of a project. This tactic equips the City with expert assistance to help craft winning applications and internally advocates for the City.

The services the City receives from Chase Park should not be confused with work conducted by lobbyist firms. Lobbyists meet with elected officials to gain legislative support that may or may not result in new sources of funding. Most often, the efforts of lobbyists will result in policy changes rather than a new immediate source of funding. In contrast, the consulting team from Chase Park advocates directly to the program officers that manage the grant programs at government agencies,



The sinkhole at 7th & Iler was repaired with the help of grant funds from the Oregon Infrastructure Finance Authority.

ACTIVITIES AND OUTCOMES

Activities to date have included:

- Building a database of prioritized funding programs relevant to the City's planned capital projects.
- Compiling a list of agencies that previously funded City projects.
- Establishing and building relationships with key funding agencies.
- Securing low-interest financing for priority wastewater infrastructure projects.
- Identifying the capital projects and funding prospects that hold the greatest likelihood of success.

TABLE 1. NEW RELATIONSHIPS WITH TARGETED FUNDING AGENCIES

Funding Agency	Representative
Oregon Office of Emergency Management	Dennis Sigrist Julie Slevin
Oregon Infrastructure Finance Authority	Louise Birk Gloria Zacharias
Siletz Tribal Charitable Contribution Fund	Rosie Williams
ODEQ Supplemental Environmental Projects Program	Jenny Root
Oregon Water Resources Department	Nancy Pustis Jon Unger Keith Mills
ODEQ Water Quality Division	David Waltz Jaime Isaza Tim McFetridge Joni Hammond Keith Anderson Jacquie Fern

Utilizing the custom database of funders created for Newport, Chase Park helped initiate and facilitate relationships between the City and 15 different program officers at six different funding agencies. These relationships (summarized in Table 1) have been seminal in the success of external funds secured to date.

Specifically, engaging program officers in project planning has helped increase the scores of submitted grant applications and the competitiveness of these applications against other applicants; helped build more compelling case statements than what could be managed independently; and helped foster opportunities for ongoing, multi-year support.

Ways the City has Engaged Funding Agencies

1. Attending in-person meetings to build rapport, get input, and ask clarifying questions.
2. Hosting funder meetings (with tour and lunch).
3. Requesting reviewer comments for submitted applications.
4. Requesting input and technical assistance during planning phases.
5. Honoring their requests.

In addition to building relationships with funding agencies, the City and Chase Park have strengthened relationships with local community partners, including local non-profits listed in Table 2. To date, these partnerships have resulted in outcomes such as:

- Receiving in-kind support. For example, Surfrider Foundation has committed to providing staff time and \$2,000 of intern time to conduct water quality monitoring for the Sam Moore Creek project. Other partners have provided letters of support for grant applications, staff time for planning, and data for grant pursuits, all of which count as matching support for future pursuits.
- Fostering collaborations to help implement public educational activities, public outreach, water quality sampling, data analysis, and reporting.
- Cultivating new public/private partnerships that result in public involvement, cost-share arrangements, and commitments of matching support.

These community partnerships will continue to be an important component in the City's overall funding approach in FY2016. Successful collaborating will contribute to greater funding successes.

TABLE 2. COMMUNITY PARTNERSHIPS STRENGTHENED

Community Partner	Representative
Surfrider Foundation – Newport Chapter	Charlie Plybon, Oregon Field Manager
Mid-coast Watersheds Council	Wayne Hoffman, Coordinator
Lincoln County Soil & Water Conservation District	Josh Lambert, Watershed Specialist
Newport Chamber of Commerce	Lorna Davis, Executive Director
Lincoln County Sheriff's Department	Jenny Demaris, Emergency Manager
Confederated Tribes of Siletz Indians	Bonnie Peterson, Assistant General Manager

The City continues to pursue funding aligned with the City’s five-year Capital Improvement Plan (CIP), particularly long-term projects expected to exceed revenue projections, such as the Big Creek Remediation Feasibility Study and the Sam Moore Creek Water Quality Project, or that don’t have a revenue source at all.

Through December 2014, Chase Park helped the City submit seven grant applications requesting a total of \$2,249,527. The overall hit rate to date for grant submissions is 60% – well above average for an emerging grants program. Table 3 shows the City’s per-pursuit return-on-investment (both grant and low-interest loan pursuits) with a detailed review of each funding pursuit in state fiscal years 2013 and 2014.



Big Creek Dam #2. The City received a \$250k grant from OWRD for crucial seismic testing at both Big Creek Reservoirs.

TABLE 3. CITY OF NEWPORT RETURN ON INVESTMENT FOR TASK 3 PURSUITS ALSO ADJUSTED FOR TASK 1 & 2 COSTS

**TABLE 3. CITY OF NEWPORT RETURN ON INVESTMENT FOR TASK 3 PURSUITS
ALSO ADJUSTED FOR TASK 1 & 2 COSTS**

Project	Pursuit	Appx. Cost	Outcome	ROI
Agate Beach Wastewater Improvements	ODEQ CWSRF Low-Interest Loan	\$49,300	\$2.03 M in interest savings	41:1
Big Creek Road Landslide Repair	IFA Emergency Grant	\$12,700	\$216,702	16:1
7 th & Iler Sewer Repair	IFA Emergency Grant	\$12,835	\$66,602	4:1
Big Creek Dam Remediation	OWRD 1069 (Nov. 2013 app)	\$36,860	\$250,000	6:1
Fire Station Seismic Rehab	IFA Seismic Rehabilitation Grant	\$50,000	\$1,491,223	29:1

**ROI CALCULATION: Earnings - initial investment
Initial investment**

1. $\$2,030,000 - \$49,300 = \$1,980,700$
 $\$1,980,700 / \$49,300 = 40$

2. $\$216,702 - \$12,700 = \$204,002$
 $\$204,002 / \$12,700 = 16$

3. $\$66,602 - \$12,835 = \$53,767$
 $\$53,767 / \$12,835 = 4$

4. $\$250,000 - \$36,860 = \$213,140$
5. $\$213,140 / \$36,860 = 6$

6. $\$1,491,223 - \$50,000 = \$1,441,223$
7. $\$1,441,223 / \$50,000 = 29$

RECOMMENDATIONS FOR FY2015

Moving forward, Chase Park will continue to engage existing funding partners and reach out to new funders in a similar manner. For example, in FY2015 and FY2016, we will engage representatives from the National Park Service, the Oregon Department of Fish & Wildlife, Oregon Water Resources Department, U.S. Bureau of Reclamation, and Oregon Parks & Recreation Department.

In the upcoming fiscal year Chase Park will continue to support the City’s grant-seeking efforts. In fact, in the first four months of FY2015, Chase Park and the City have already submitted two grant proposals requesting a total of \$1,501,223. In addition, we will expand efforts to include activities such as:

1. Submit additional grant applications for capital funding. Currently, Chase Park and the City are preparing six new grant applications (see Table 4).
2. Engage the National Park Service (NPS) in the planning of the Sam Moore BMP project, and prepare an application to submit for the August 2015 deadline. The NPS provides free technical assistance to local government agencies, and often provides contractual agreements on a non-competitive basis.

As evidenced in the table above, we anticipate submitting nine funding proposals in fiscal year 2015/2016 – more than the number of funding opportunities pursued in the first two years of the City’s engagement with Chase Park. This is due primarily to the legwork necessary to develop the City’s strategic funding program and establish important community and funder relationships. Thus, we anticipate the City’s return on investment to continue to increase in the coming years.

TABLE 4. GRANT/LOAN APPLICATIONS IN PROGRESS OR PENDING

Funding Agency & Grant Program	Amount	Anticipated Submission
USBR WaterSMART Water & Energy Efficiency Grant (Pending)	\$1,000,000	Feb 2015
CWSRF Low-Interest Loan for Point Source Projects	\$1,000,000	Apr 2015
CWSRF Low-Interest Loan for Sponsorship Project	\$4,000,000	Apr 2015
OWRD 839 Water Development Grant	\$1,000,000	Jun 2015
USBR WaterSMART Water & Energy Efficiency Grant	\$1,000,000	Jan 2016
IFA Safe Drinking Water Revolving Loan Fund	\$1,000,000	Jul 2016
OPRD Land & Water Conservation Fund Program	\$250,000	Jan 2016
OPRD Local Government Grant Program	\$750,000	Apr 2016
OPRD Recreational Trails Program	\$100,000	Jun 2016
Total Amount for Grant Applications in Progress/Pending:	\$10,100,000	

**CITY OF NEWPORT - TASK 3.01 WORK ORDER
FY2016 TECHNICAL ASSISTANCE SERVICES**



PREPARED FOR: CITY OF NEWPORT, OREGON - PUBLIC WORKS DEPARTMENT
PREPARED BY: TIA A. CAVENDER, MA, GPC, PRESIDENT, CHASE PARK GRANTS
DATE SUBMITTED: APRIL 1, 2015

SUMMARY

Since July 2012, the City of Newport (City) and Chase Park Grants (Chase Park) have partnered to identify and implement a series of creative strategies for external funding to help pay for capital and infrastructure projects. The resulting Strategic Funding Plan has subsequently helped the City secure nearly \$11M in grants and low-interest loans.

In addition to the Grants Services outlined in Exhibit A – Scope of Work, Chase Park will work with the City to further advance its funding strategy in FY2016 to help pay for planned capital and infrastructure projects. Based on prior research and experience, we are targeting funding in the following areas:

- Wastewater/Sanitary Sewer Infrastructure (Task 3.01)
- Storm Sewer Infrastructure (Task 3.02)
- Public Facilities (Task 3.03)
- Water Supply and Storage (Task 3.04)
- Water Quality Improvement (Task 3.05)

GENERAL SCOPE

For all Task 3 pursuits, Chase Park will conduct comprehensive research into specific grant programs, help establish and cultivate relationships with funding agencies, identify new funding strategies for upcoming projects, and provide technical assistance, writing, and project management services to advance the City’s efforts to obtain external funding for specific capital and infrastructure projects. Specific responsibilities and deliverables are detailed in the individual scopes of work for each task order. The table below summarizes the anticipated cost and expense for each task order.

Task No.	Funding Pursuit	Labor	Expenses	Total FYE2016
3.01 Wastewater Projects (\$36,650 Subtotal)				
3.01.01	Strategic Planning for Wastewater Projects	\$7,400	\$0	\$7,400
3.01.02	CWSRF for Point Source Projects	\$27,750	\$1,500	\$29,250
3.02 Storm Water Projects (\$38,850 Subtotal)				
3.02.01	Strategic Planning for Storm Water Projects	\$11,100	\$0	\$11,100
3.02.02	CWSRF for Nonpoint Source Projects	\$27,750	\$0	\$27,750

3.03 Facilities Projects (\$7,400 Subtotal)				
3.03.01	Grant Administration & Reporting Requirements (Seismic Retrofit Grant)	\$7,400	\$0	\$7,400
3.04 Water Supply Projects (\$145,500 Subtotal)				
3.04.01	Strategic Planning for Water Supply Projects	\$18,500	\$10,000	\$28,500
3.04.02	SB 839 Water Supply Development Grant	\$33,300	\$1,500	\$34,800
3.04.03	WaterSMART Water & Energy Efficiency Grant for Flow Meters / SCADA Equipment	\$40,700	\$3,000	\$43,700
3.04.04	CWSRF Drinking Water Program for Big Creek	\$37,000	\$1,500	\$38,500
3.05 Water Quality Projects (\$129,550 Subtotal)				
3.05.01	Strategic Grants Planning for Water Quality & NPS Projects	\$14,800	\$0	\$14,800
3.05.02	OPRD Local Gov't Parks & Rec Grant (Sam Moore Park)	\$40,700	\$13,000	\$53,700
3.05.03	OPRD Land & Water Conservation Fund (Sam Moore Creek)	\$33,300	\$0	\$33,300
3.05.04	OPRD Rivers & Trails Program (Sam Moore Creek & Trails Connections)	\$27,750	\$0	\$27,750
	Total Task 3 for FYE2016	\$327,450	\$30,500	\$357,950

ASSUMPTIONS

The following task order descriptions represent the *current* strategic funding plan for each task order, and the corresponding cost-of-services is based on this plan. In the event that an identified funding opportunity cannot or should not be pursued, Chase Park will work to identify other funding prospects for that project or other projects more appropriate for the identified funding prospect. In addition, new opportunities for funding may be identified during the course of implementing Task 3 activities, which could supplant the current planned pursuits.

Any delay in submitting, or decision not to submit, an application to the funding agency after the work has been completed will not affect the terms of this Agreement, including the fee for services.

TASK ORDER NO. 3.01

TECHNICAL ASSISTANCE – WASTEWATER INFRASTRUCTURE PROJECTS

OBJECTIVE

Obtain low-interest loans or grant funds to support wastewater infrastructure projects.

APPROACH

Activities related to Task Order 3.01 are divided into two subtasks: strategic planning (3.01.01) and funding pursuits (3.01.02), as described below.

Strategic Planning (3.01.01)

- Identify external funding opportunities to support other wastewater infrastructure projects.
- Compile comprehensive research data for top prospects (i.e., grant application materials, guidance documents, list of past awards, technical assistance materials).
- Interview program officers to gather information about targeted grant programs.
- Help establish and cultivate relationships with key prospects.
- Participate in planning meetings with City staff and engineering team.
- Recommend tactics to improve the City's grant success.
- Explore strategies to raise capital funds (i.e., designing a demonstration project).
- Identify, research, and make recommendations about leverage opportunities.
- Research and compile grant materials for the City's use.

Funding Pursuits (3.01.02)

- Pursue low-interest loan/s from the Oregon Department of Environmental Quality's (DEQ) Clean Water State Revolving Fund (CWSRF) program to support the following planned point source projects:
 - o Remediation of up to six identified cross-connections in the Nye Beach area.
 - o Installation of wastewater grinder at Nye Beach pump station.
- Maximize the City's low-interest potential by leveraging DEQ's Loan Sponsor Option, which combines funding for one or more point source and non-point source projects at interest rates between 1% and 2%.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Provide technical assistance to City staff and its technical advisors.
- Complete and submit loan application.

Technical assistance and project management activities performed **after** an application is submitted are not included as part of this scope. The City may option these services at a later date at which time the parties will execute an addendum outlining specific costs.

Post-submission activities may include:

- Ongoing support and project management during the review and award process.
- Assistance with completion of required federal crosscutting authorities.
- Compile and submit required auxiliary materials not included with original loan application.

DELIVERABLES

Strategic Planning (3.01.01)

- Deliverables related to funding opportunities to support other wastewater infrastructure projects (e.g. grant summary, pursuit plan, application).

Funding Pursuits (3.01.02)

- Pursuit Plan detailing activities and strategies to maximize the City's competitiveness for grant or loan funds.
- Grant Program Summary detailing application requirements, review criteria, key milestones, and award process.
- Draft and final iterations of grant and/or loan application forms and supplementary materials.
- Attend one in-person funder meeting or site visit.
- Draft letters of support to accompany application submissions as needed.

CITY INVOLVEMENT

- The City's financial department will assist in providing financial documents and consultation as needed.
- The City's Public Works Director and associated engineering and legal consultants will participate in the planning process, review and approve draft and final versions of loan applications.
- The City's engineering vendor/s will provide technical expertise, engineering reports, and environmental reports as needed.
- City staff will assist in obtaining and compiling supplementary application materials, letters of support, and other materials as needed.
- The City will cover costs for technical assistance or support provided by other consultants (e.g. engineers).

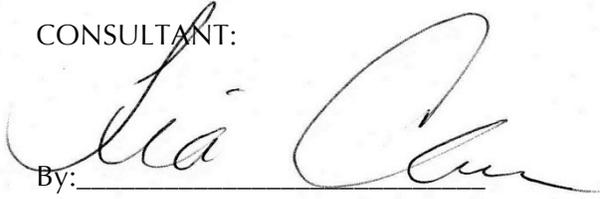
PROJECT SCHEDULE

This work order spans the City's 2016 fiscal year, – beginning July 1, 2015 and ending June 30, 2016 or when approved funds have been exhausted, whichever occurs first. The timeline of activities will vary depending on the funding agency, application deadlines and City staff availability.

COST OF SERVICES

We expect to use 190 consultant team hours to conduct the work as described in this scope. Based on a consultant team rate of \$185/hour, the cost to conduct the work in this scope is \$35,150. Direct expenses are estimated to be an additional \$1,500 for a total of \$36,650. Work and expenses will be invoiced monthly, based on a time and materials basis.

CONSULTANT:



By: _____
Tia A. Cavender
President, Chase Park Grants, LLC
P.O. Box 202314
Denver, CO 80220

CITY OF NEWPORT:

By: _____

City of Newport
169 SW Coast Highway
Newport, OR 97365

Date: June 26, 2015

Date: _____

CITY OF NEWPORT - TASK 3.02 WORK ORDER FY2016 TECHNICAL ASSISTANCE SERVICES



PREPARED FOR: CITY OF NEWPORT, OREGON - PUBLIC WORKS DEPARTMENT
 PREPARED BY: TIA A. CAVENDER, MA, GPC, PRESIDENT, CHASE PARK GRANTS
 DATE SUBMITTED: APRIL 1, 2015

SUMMARY

Since July 2012, the City of Newport (City) and Chase Park Grants (Chase Park) have partnered to identify and implement a series of creative strategies for external funding to help pay for capital and infrastructure projects. The resulting Strategic Funding Plan has subsequently helped the City secure nearly \$11M in grants and low-interest loans.

In addition to the Grants Services outlined in Exhibit A – Scope of Work, Chase Park will work with the City to further advance its funding strategy in FY2016 to help pay for planned capital and infrastructure projects. Based on prior research and experience, we are targeting funding in the following areas:

- Wastewater/Sanitary Sewer Infrastructure (Task 3.01)
- Storm Sewer Infrastructure (Task 3.02)
- Public Facilities (Task 3.03)
- Water Supply and Storage (Task 3.04)
- Water Quality Improvement (Task 3.05)

GENERAL SCOPE

For all Task 3 pursuits, Chase Park will conduct comprehensive research into specific grant programs, help establish and cultivate relationships with funding agencies, identify new funding strategies for upcoming projects, and provide technical assistance, writing, and project management services to advance the City's efforts to obtain external funding for specific capital and infrastructure projects. Specific responsibilities and deliverables are detailed in the individual scopes of work for each task order. The table below summarizes the anticipated cost and expense for each task order.

Task No.	Funding Pursuit	Labor	Expenses	Total FYE2016
3.01 Wastewater Projects (\$36,650 Subtotal)				
3.01.01	Strategic Planning for Wastewater Projects	\$7,400	\$0	\$7,400
3.01.02	CWSRF for Point Source Projects	\$27,750	\$1,500	\$29,250
3.02 Storm Water Projects (\$38,850 Subtotal)				
3.02.01	Strategic Planning for Storm Water Projects	\$11,100	\$0	\$11,100
3.02.02	CWSRF for Nonpoint Source Projects	\$27,750	\$0	\$27,750
3.03 Facilities Projects (\$7,400 Subtotal)				

3.03.01	Grant Administration & Reporting Requirements (Seismic Retrofit Grant)	\$7,400	\$0	\$7,400
3.04 Water Supply Projects (\$145,500 Subtotal)				
3.04.01	Strategic Planning for Water Supply Projects	\$18,500	\$10,000	\$28,500
3.04.02	SB 839 Water Supply Development Grant	\$33,300	\$1,500	\$34,800
3.04.03	WaterSMART Water & Energy Efficiency Grant for Flow Meters / SCADA Equipment	\$40,700	\$3,000	\$43,700
3.04.04	CWSRF Drinking Water Program for Big Creek	\$37,000	\$1,500	\$38,500
3.05 Water Quality Projects (\$129,550 Subtotal)				
3.05.01	Strategic Grants Planning for Water Quality & NPS Projects	\$14,800	\$0	\$14,800
3.05.02	OPRD Local Gov't Parks & Rec Grant (Sam Moore Park)	\$40,700	\$13,000	\$53,700
3.05.03	OPRD Land & Water Conservation Fund (Sam Moore Creek)	\$33,300	\$0	\$33,300
3.05.04	OPRD Rivers & Trails Program (Sam Moore Creek & Trails Connections)	\$27,750	\$0	\$27,750
	Total Task 3 for FYE2016	\$327,450	\$30,500	\$357,950

ASSUMPTIONS

The following task order descriptions represent the *current* strategic funding plan for each task order, and the corresponding cost-of-services is based on this plan. In the event that an identified funding opportunity cannot or should not be pursued, Chase Park will work to identify other funding prospects for that project or other projects more appropriate for the identified funding prospect. In addition, new opportunities for funding may be identified during the course of implementing Task 3 activities, which could supplant the current planned pursuits.

Any delay in submitting, or decision not to submit, an application to the funding agency after the work has been completed will not affect the terms of this Agreement, including the fee for services.

TASK ORDER NO. 3.02

TECHNICAL ASSISTANCE – STORM SEWER INFRASTRUCTURE PROJECTS

OBJECTIVE

Obtain low-interest loans or grant funds to support storm sewer infrastructure projects.

APPROACH

Activities related to Task Order 3.02 are divided into two subtasks: strategic planning (3.02.01) and funding pursuits (3.02.02), as described below.

Strategic Planning (3.02.01)

- Identify external funding opportunities to support other stormwater infrastructure projects such as those emanating from the City's Storm Sewer System Master Plan.
- Compile comprehensive research data for top prospects (i.e., grant application materials, guidance documents, list of past awards, technical assistance materials).
- Interview program officers to gather information about targeted grant programs.
- Help establish and cultivate relationships with key prospects.
- Participate in planning meetings with City staff and engineering team.
- Recommend tactics to improve the City's grant success.
- Explore strategies to raise capital funds (i.e., designing a demonstration project).
- Identify, research, and make recommendations about leverage opportunities.
- Research and compile grant materials for the City's use.

Funding Pursuits (3.02.02)

- Pursue low-interest loan/s from ODEQ's CWSRF program to support the following planned nonpoint source projects:
 - o Completion of the Bay-Moore Storm Sewer upgrades.
 - o Design and installation of wetland area at Sam Moore Creek.
 - o Required fish passage mitigation project
- Maximize the City's low-interest potential by leveraging DEQ's Loan Sponsor Option, which combines funding for one or more point source and non-point source projects at interest rates between 1% and 2%.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Provide technical assistance to City staff and its technical advisors.
- Complete and submit loan application.

Technical assistance and project management activities performed **after** an application is submitted are not included as part of this scope. The City may option these services at a later date at which time the parties will execute an addendum outlining specific costs.

Post-submission activities may include:

- Ongoing support and project management during the review and award process.
- Assistance with completion of required federal crosscutting authorities.
- Compile and submit required auxiliary materials not included with original loan application.

DELIVERABLES

Strategic Planning (3.02.01)

- Deliverables related to funding opportunities to support projects emanating from the City's Storm Sewer System Master Plan (e.g. grant summary, pursuit plan, application).

Funding Pursuits (3.02.02)

- Pursuit Plan detailing activities and strategies to maximize the City's competitiveness for grant or loan funds.
- Grant Program Summary detailing application requirements, review criteria, key milestones, and award process.
- Draft and final iterations of grant and/or loan application forms and supplementary materials.
- Attend one in-person funder meeting or site visit.
- Draft letters of support to accompany application submissions as needed.

CITY INVOLVEMENT

- The City's financial department will assist in providing financial documents and consultation as needed.
- The City's Public Works Director and associated engineering and legal consultants will participate in the planning process, review and approve draft and final versions of loan applications.
- The City's engineering vendor/s will provide technical expertise, engineering reports, and environmental reports as needed.
- City staff will assist in obtaining and compiling supplementary application materials, letters of support, and other materials as needed.
- The City will cover costs for technical assistance or support provided by other consultants (e.g. engineers).

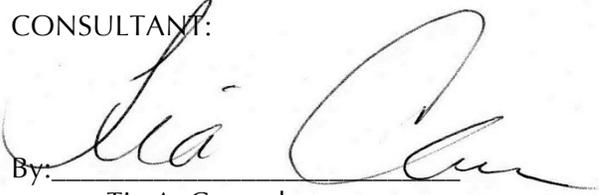
PROJECT SCHEDULE

This work order spans the City's 2016 fiscal year, – beginning July 1, 2015 and ending June 30, 2016 or when approved funds have been exhausted, whichever occurs first. The timeline of activities will vary depending on the funding agency, application deadlines and City staff availability.

COST OF SERVICES

We expect to use 210 consultant team hours to conduct the work as described in this scope. Based on a consultant team rate of \$185/hour, the cost to conduct the work in this scope is \$38,850. Work and expenses will be invoiced monthly, based on a time and materials basis.

CONSULTANT:

By: 

Tia A. Cavender
President, Chase Park Grants, LLC
P.O. Box 202314
Denver, CO 80220

Date: June 26, 2015

CITY OF NEWPORT:

By: _____

City of Newport
169 SW Coast Highway
Newport, OR 97365

Date: _____

**CITY OF NEWPORT - TASK 3.03 WORK ORDER
FY2016 TECHNICAL ASSISTANCE SERVICES**



PREPARED FOR: CITY OF NEWPORT, OREGON - PUBLIC WORKS DEPARTMENT
PREPARED BY: TIA A. CAVENDER, MA, GPC, PRESIDENT, CHASE PARK GRANTS
DATE SUBMITTED: APRIL 1, 2015

SUMMARY

Since July 2012, the City of Newport (City) and Chase Park Grants (Chase Park) have partnered to identify and implement a series of creative strategies for external funding to help pay for capital and infrastructure projects. The resulting Strategic Funding Plan has subsequently helped the City secure nearly \$11M in grants and low-interest loans.

In addition to the Grants Services outlined in Exhibit A – Scope of Work, Chase Park will work with the City to further advance its funding strategy in FY2016 to help pay for planned capital and infrastructure projects. Based on prior research and experience, we are targeting funding in the following areas:

- Wastewater/Sanitary Sewer Infrastructure (Task 3.01)
- Storm Sewer Infrastructure (Task 3.02)
- Public Facilities (Task 3.03)
- Water Supply and Storage (Task 3.04)
- Water Quality Improvement (Task 3.05)

GENERAL SCOPE

For all Task 3 pursuits, Chase Park will conduct comprehensive research into specific grant programs, help establish and cultivate relationships with funding agencies, identify new funding strategies for upcoming projects, and provide technical assistance, writing, and project management services to advance the City’s efforts to obtain external funding for specific capital and infrastructure projects. Specific responsibilities and deliverables are detailed in the individual scopes of work for each task order. The table below summarizes the anticipated cost and expense for each task order.

Task No.	Funding Pursuit	Labor	Expenses	Total FYE2016
3.01 Wastewater Projects (\$36,650 Subtotal)				
3.01.01	Strategic Planning for Wastewater Projects	\$7,400	\$0	\$7,400
3.01.02	CWSRF for Point Source Projects	\$27,750	\$1,500	\$29,250
3.02 Storm Water Projects (\$38,850 Subtotal)				
3.02.01	Strategic Planning for Storm Water Projects	\$11,100	\$0	\$11,100
3.02.02	CWSRF for Nonpoint Source Projects	\$27,750	\$0	\$27,750
3.03 Facilities Projects (\$7,400 Subtotal)				

3.03.01	Grant Administration & Reporting Requirements (Seismic Retrofit Grant)	\$7,400	\$0	\$7,400
3.04 Water Supply Projects (\$145,500 Subtotal)				
3.04.01	Strategic Planning for Water Supply Projects	\$18,500	\$10,000	\$28,500
3.04.02	SB 839 Water Supply Development Grant	\$33,300	\$1,500	\$34,800
3.04.03	WaterSMART Water & Energy Efficiency Grant for Flow Meters / SCADA Equipment	\$40,700	\$3,000	\$43,700
3.04.04	CWSRF Drinking Water Program for Big Creek	\$37,000	\$1,500	\$38,500
3.05 Water Quality Projects (\$129,550 Subtotal)				
3.05.01	Strategic Grants Planning for Water Quality & NPS Projects	\$14,800	\$0	\$14,800
3.05.02	OPRD Local Gov't Parks & Rec Grant (Sam Moore Park)	\$40,700	\$13,000	\$53,700
3.05.03	OPRD Land & Water Conservation Fund (Sam Moore Creek)	\$33,300	\$0	\$33,300
3.05.04	OPRD Rivers & Trails Program (Sam Moore Creek & Trails Connections)	\$27,750	\$0	\$27,750
	Total Task 3 for FYE2016	\$327,450	\$30,500	\$357,950

ASSUMPTIONS

The following task order descriptions represent the *current* strategic funding plan for each task order, and the corresponding cost-of-services is based on this plan. In the event that an identified funding opportunity cannot or should not be pursued, Chase Park will work to identify other funding prospects for that project or other projects more appropriate for the identified funding prospect. In addition, new opportunities for funding may be identified during the course of implementing Task 3 activities, which could supplant the current planned pursuits.

Any delay in submitting, or decision not to submit, an application to the funding agency after the work has been completed will not affect the terms of this Agreement, including the fee for services.

TASK ORDER NO. 3.03

TECHNICAL ASSISTANCE – FACILITIES & GENERAL FUND PROJECTS

OBJECTIVE

Provide grant administration and fulfill grant reporting requirements for the Oregon Infrastructure Finance Authority’s (IFA) Seismic Retrofit Grant award.

APPROACH

- Provide guidance to City staff about post-award grant administration issues
- Create tools and provide resources for post-award grant administration and reporting requirements.
- Help establish reporting protocols for City staff, and train staff on reporting standards for each funding agency.
- Correspond with funding agency regarding technical questions and reporting requirements.
- Identify stewardship opportunities that cultivate the City’s relationship with funding agencies.

DELIVERABLES

- Grant reporting templates, protocols and tracking tools.

CITY INVOLVEMENT

- The City will provide staff from the Public Works Department and the Finance Department to supply City information and back-up documentation.
- At least one City employee will be trained on post-award reporting requirements for each grant or loan.
- After City staff are trained on the post-award protocols, the City will manage the grant administration and reporting requirements independently, but with support from Chase Park when needed.

PROJECT SCHEDULE

This work order spans the City’s 2015 fiscal year – beginning July 1, 2014 and ending June 30, 2015. The timeline of activities will vary depending on the funding agency requirements, project deadlines, and City staff availability.

COST OF SERVICES

We expect to use 40 consultant team hours to conduct the work as described in this scope. Based on a consultant team rate of \$185/hour, the cost to conduct the work in this scope is \$7,400. Work and expenses will be invoiced monthly, based on a time and materials basis.

CONSULTANT:

CITY OF NEWPORT:

Cha:

Task 3 Work Orders FY2015



By: _____

Tia A. Cavender
President, Chase Park Grants, LLC
P.O. Box 202314
Denver, CO 80220

By: _____

City of Newport
169 SW Coast Highway
Newport, OR 97365

Date: June 26, 2015

Date: _____

**CITY OF NEWPORT - TASK 3.04 WORK ORDER
FY2016 TECHNICAL ASSISTANCE SERVICES**



PREPARED FOR: CITY OF NEWPORT, OREGON - PUBLIC WORKS DEPARTMENT
PREPARED BY: TIA A. CAVENDER, MA, GPC, PRESIDENT, CHASE PARK GRANTS
DATE SUBMITTED: APRIL 1, 2015

SUMMARY

Since July 2012, the City of Newport (City) and Chase Park Grants (Chase Park) have partnered to identify and implement a series of creative strategies for external funding to help pay for capital and infrastructure projects. The resulting Strategic Funding Plan has subsequently helped the City secure nearly \$11M in grants and low-interest loans.

In addition to the Grants Services outlined in Exhibit A – Scope of Work, Chase Park will work with the City to further advance its funding strategy in FY2016 to help pay for planned capital and infrastructure projects. Based on prior research and experience, we are targeting funding in the following areas:

- Wastewater/Sanitary Sewer Infrastructure (Task 3.01)
- Storm Sewer Infrastructure (Task 3.02)
- Public Facilities (Task 3.03)
- Water Supply and Storage (Task 3.04)
- Water Quality Improvement (Task 3.05)

GENERAL SCOPE

For all Task 3 pursuits, Chase Park will conduct comprehensive research into specific grant programs, help establish and cultivate relationships with funding agencies, identify new funding strategies for upcoming projects, and provide technical assistance, writing, and project management services to advance the City’s efforts to obtain external funding for specific capital and infrastructure projects. Specific responsibilities and deliverables are detailed in the individual scopes of work for each task order. The table below summarizes the anticipated cost and expense for each task order.

Task No.	Funding Pursuit	Labor	Expenses	Total FYE2016
3.01 Wastewater Projects (\$36,650 Subtotal)				
3.01.01	Strategic Planning for Wastewater Projects	\$7,400	\$0	\$7,400
3.01.02	CWSRF for Point Source Projects	\$27,750	\$1,500	\$29,250
3.02 Storm Water Projects (\$38,850 Subtotal)				
3.02.01	Strategic Planning for Storm Water Projects	\$11,100	\$0	\$11,100
3.02.02	CWSRF for Nonpoint Source Projects	\$27,750	\$0	\$27,750

3.03 Facilities Projects (\$7,400 Subtotal)				
3.03.01	Grant Administration & Reporting Requirements (Seismic Retrofit Grant)	\$7,400	\$0	\$7,400
3.04 Water Supply Projects (\$145,500 Subtotal)				
3.04.01	Strategic Planning for Water Supply Projects	\$18,500	\$10,000	\$28,500
3.04.02	SB 839 Water Supply Development Grant	\$33,300	\$1,500	\$34,800
3.04.03	WaterSMART Water & Energy Efficiency Grant for Flow Meters / SCADA Equipment	\$40,700	\$3,000	\$43,700
3.04.04	CWSRF Drinking Water Program for Big Creek	\$37,000	\$1,500	\$38,500
3.05 Water Quality Projects (\$129,550 Subtotal)				
3.05.01	Strategic Grants Planning for Water Quality & NPS Projects	\$14,800	\$0	\$14,800
3.05.02	OPRD Local Gov't Parks & Rec Grant (Sam Moore Park)	\$40,700	\$13,000	\$53,700
3.05.03	OPRD Land & Water Conservation Fund (Sam Moore Creek)	\$33,300	\$0	\$33,300
3.05.04	OPRD Rivers & Trails Program (Sam Moore Creek & Trails Connections)	\$27,750	\$0	\$27,750
	Total Task 3 for FYE2016	\$327,450	\$30,500	\$357,950

ASSUMPTIONS

The following task order descriptions represent the *current* strategic funding plan for each task order, and the corresponding cost-of-services is based on this plan. In the event that an identified funding opportunity cannot or should not be pursued, Chase Park will work to identify other funding prospects for that project or other projects more appropriate for the identified funding prospect. In addition, new opportunities for funding may be identified during the course of implementing Task 3 activities, which could supplant the current planned pursuits.

Any delay in submitting, or decision not to submit, an application to the funding agency after the work has been completed will not affect the terms of this Agreement, including the fee for services.

TASK ORDER NO. 3.04

TECHNICAL ASSISTANCE – WATER SUPPLY AND STORAGE PROJECTS

OBJECTIVE

Advance external funding pursuits to help pay for planned design and construction activities for water supply and storage projects.

APPROACH

Activities related to Task Order 3.04 are divided into two subtasks: strategic planning (3.04.01) and funding pursuits (3.04.02), as described below.

Strategic Planning (3.04.01)

- Identify external funding opportunities to support other water supply and storage projects.
- Compile comprehensive research data for top prospects (i.e., grant application materials, guidance documents, list of past awards, technical assistance materials).
- Interview program officers to gather information about targeted grant programs.
- Help establish and cultivate relationships with key prospects.
- Participate in planning meetings with City staff and engineering team.
- Recommend tactics to improve the City's grant success.
- Explore strategies to raise capital funds (i.e., designing a demonstration project).
- Identify, research, and make recommendations about leverage opportunities.
- Research and compile grant materials for the City's use.

Funding Pursuits (3.04.02 – 3.04.04)

Chase Park has identified three funding opportunities for pursuit in FY2016: SB839 Water Supply Development Grant (3.04.02), WaterSMART Water & Energy Efficiency Grant (3.04.03), and the Safe Drinking Water Revolving Loan Fund (3.04.04). Activities are as follows:

- Conduct in-depth research into targeted grant programs to establish appropriate pursuit strategies.
- Conduct key informant interviews, including an in-person meeting with program officers.
- Assess score and ranking criteria, and identify ways to maximize competitiveness.
- Confirm eligibility status and verify eligible project expenses.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Liaise between grant team, IFA program officer, City staff and City consultants.
- Complete application, budget documents, letters of support, and auxiliary materials.

Technical assistance and project management activities performed **after** an application is submitted are not included as part of this scope. The City may option these services at a later date at which time the parties will execute an addendum outlining specific costs.

Post-submission activities may include:

- Ongoing support and project management during the review and award process.
- Assistance with completion of required federal crosscutting authorities.

Compile and submit required auxiliary materials not included with original grant application.

DELIVERABLESStrategic Planning (3.04.01)

- Deliverables related to funding opportunities to support other water storage and supply projects (e.g. grant summary, pursuit plan, application).

Funding Pursuits (3.04.02 – 3.04.04)

- Pursuit Plan detailing activities and strategies to maximize the City's competitiveness for grant funds.
- Grant Program Summary detailing application requirements, review criteria, key milestones, and award process.
- Draft and final iterations of grant application forms and supplementary materials.
- Attend one in-person funder meeting or site visit.
- Draft letters of support to accompany application submissions as needed.
- Draft and final iterations of grant application forms and supplementary materials.

CITY INVOLVEMENT

- The City's financial department will assist in providing financial documents and consultation as needed.
- The City's Public Works Director and associated engineering and legal consultants will participate in the planning process, review and approve draft and final versions of grant applications.
- The City's engineering vendor/s will provide technical expertise, engineering reports, and environmental reports as needed.
- City staff will assist in obtaining and compiling supplementary application materials, letters of support, and other materials as needed.
- The City will cover costs for technical assistance or support provided by other consultants (e.g. engineers).

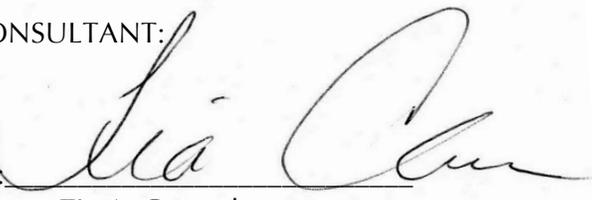
PROJECT SCHEDULE

This work order spans the City's 2016 fiscal year, – beginning July 1, 2015 and ending June 30, 2016 or when approved funds have been exhausted, whichever occurs first. The timeline of activities will vary depending on the funding agency, application deadlines and City staff availability.

COST OF SERVICES

We expect to use 700 consultant team hours to conduct the work as described in this scope. Based on a consultant team rate of \$185/hour, the cost to conduct the work in this scope is \$129,500. Direct expenses are estimated to be an additional \$16,000 for travel expenses and a lobbyist for a total of \$145,500. Work and expenses will be invoiced monthly, based on a time and materials basis.

CONSULTANT:

By: 

Tia A. Cavender
President, Chase Park Grants, LLC
P.O. Box 202314
Denver, CO 80220

CITY OF NEWPORT:

By: _____

City of Newport
169 SW Coast Highway
Newport, OR 97365

Date: June 26, 2015

Date: _____

**CITY OF NEWPORT - TASK 3.05 WORK ORDER
FY2016 TECHNICAL ASSISTANCE SERVICES**



PREPARED FOR: CITY OF NEWPORT, OREGON - PUBLIC WORKS DEPARTMENT
PREPARED BY: TIA A. CAVENDER, MA, GPC, PRESIDENT, CHASE PARK GRANTS
DATE SUBMITTED: APRIL 1, 2015

SUMMARY

Since July 2012, the City of Newport (City) and Chase Park Grants (Chase Park) have partnered to identify and implement a series of creative strategies for external funding to help pay for capital and infrastructure projects. The resulting Strategic Funding Plan has subsequently helped the City secure nearly \$11M in grants and low-interest loans.

In addition to the Grants Services outlined in Exhibit A – Scope of Work, Chase Park will work with the City to further advance its funding strategy in FY2016 to help pay for planned capital and infrastructure projects. Based on prior research and experience, we are targeting funding in the following areas:

- Wastewater/Sanitary Sewer Infrastructure (Task 3.01)
- Storm Sewer Infrastructure (Task 3.02)
- Public Facilities (Task 3.03)
- Water Supply and Storage (Task 3.04)
- Water Quality Improvement (Task 3.05)

GENERAL SCOPE

For all Task 3 pursuits, Chase Park will conduct comprehensive research into specific grant programs, help establish and cultivate relationships with funding agencies, identify new funding strategies for upcoming projects, and provide technical assistance, writing, and project management services to advance the City’s efforts to obtain external funding for specific capital and infrastructure projects. Specific responsibilities and deliverables are detailed in the individual scopes of work for each task order. The table below summarizes the anticipated cost and expense for each task order.

Task No.	Funding Pursuit	Labor	Expenses	Total FYE2016
3.01 Wastewater Projects (\$36,650 Subtotal)				
3.01.01	Strategic Planning for Wastewater Projects	\$7,400	\$0	\$7,400
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3.02 Storm Water Projects (\$38,850 Subtotal)				
3.02.01	Strategic Planning for Storm Water Projects	\$11,100	\$0	\$11,100
3.02.02	CWSRF for Nonpoint Source Projects	\$27,750	\$0	\$27,750

3.03 Facilities Projects (\$7,400 Subtotal)				
3.03.01	Grant Administration & Reporting Requirements (Seismic Retrofit Grant)	\$7,400	\$0	\$7,400
3.04 Water Supply Projects (\$145,500 Subtotal)				
3.04.01	Strategic Planning for Water Supply Projects	\$18,500	\$10,000	\$28,500
3.04.02	SB 839 Water Supply Development Grant	\$33,300	\$1,500	\$34,800
3.04.03	WaterSMART Water & Energy Efficiency Grant for Flow Meters / SCADA Equipment	\$40,700	\$3,000	\$43,700
3.04.04	CWSRF Drinking Water Program for Big Creek	\$37,000	\$1,500	\$38,500
3.05 Water Quality Projects (\$129,550 Subtotal)				
3.05.01	Strategic Grants Planning for Water Quality & NPS Projects	\$14,800	\$0	\$14,800
3.05.02	OPRD Local Gov't Parks & Rec Grant (Sam Moore Park)	\$40,700	\$13,000	\$53,700
3.05.03	OPRD Land & Water Conservation Fund (Sam Moore Creek)	\$33,300	\$0	\$33,300
3.05.04	OPRD Rivers & Trails Program (Sam Moore Creek & Trails Connections)	\$27,750	\$0	\$27,750
	Total Task 3 for FYE2016	\$327,450	\$30,500	\$357,950

ASSUMPTIONS

The following task order descriptions represent the *current* strategic funding plan for each task order, and the corresponding cost-of-services is based on this plan. In the event that an identified funding opportunity cannot or should not be pursued, Chase Park will work to identify other funding prospects for that project or other projects more appropriate for the identified funding prospect. In addition, new opportunities for funding may be identified during the course of implementing Task 3 activities, which could supplant the current planned pursuits.

Any delay in submitting, or decision not to submit, an application to the funding agency after the work has been completed will not affect the terms of this Agreement, including the fee for services.

TASK ORDER NO. 3.05

TECHNICAL ASSISTANCE – WATER QUALITY PROJECTS

OBJECTIVE

Acquire external funding for water quality improvement projects.

APPROACH

Activities related to Task Order 3.05 are divided into two subtasks: strategic planning (3.05.01) and funding pursuits (3.05.02-3.05.04), as described below.

Strategic Planning (3.05.01)

- Identify external funding opportunities to support other wastewater infrastructure projects.
- Compile comprehensive research data for top prospects (i.e., grant application materials, guidance documents, list of past awards, technical assistance materials).
- Interview program officers to gather information about targeted grant programs.
- Help establish and cultivate relationships with key prospects.
- Participate in planning meetings with City staff and engineering team.
- Recommend tactics to improve the City's grant success.
- Explore strategies to raise capital funds (i.e., designing a demonstration project).
- Identify, research, and make recommendations about leverage opportunities.
- Research and compile grant materials for the City's use.

Funding Pursuits (3.05.02-3.05.04)

- Conduct in-depth research into targeted grant programs to establish appropriate pursuit strategies.
- Conduct key informant interviews, including an in-person meeting with program officers.
- Assess score and ranking criteria, and identify ways to maximize competitiveness.
- Confirm eligibility status and verify eligible project expenses.
- Coordinate between funding agency representatives, the City's Public Works Department, and its technical advisors.
- Facilitate planning meetings and obtain technical information from engineers and other consultants.
- Liaise between grant team, IFA program officer, City staff and City consultants.
- Complete application, budget documents, letters of support, and auxiliary materials.

Technical assistance and project management activities performed **after** an application is submitted are not included as part of this scope. The City may option these services at a later date at which time the parties will execute an addendum outlining specific costs.

Post-submission activities may include:

- Ongoing support and project management during the review and award process.
- Assistance with completion of required federal crosscutting authorities.
- Compile and submit required auxiliary materials not included with original application.

DELIVERABLES

Strategic Planning (3.05.01)

- Deliverables related to funding opportunities to support other water quality improvement projects (e.g. grant summary, pursuit plan, application).

Funding Pursuits (3.05.02 – 3.05.04)

- Pursuit Plan detailing activities and strategies to maximize the City’s competitiveness for grant or loan funds.
- Grant Program Summary detailing application requirements, review criteria, key milestones, and award process.
- Draft and final iterations of grant and/or loan application forms and supplementary materials.
- Attend one in-person funder meeting or site visit.
- Draft letters of support to accompany application submissions as needed.
- Draft and final iterations of grant and/or loan application forms and supplementary materials.

CITY INVOLVEMENT

- The City's financial department will assist in providing financial documents and consultation as needed.
- The City's Public Works Director and associated engineering and legal consultants will participate in the planning process, review and approve draft and final versions of funding applications.
- The City’s engineering vendor/s will provide technical expertise, engineering reports, and environmental reports as needed.
- City staff will assist in obtaining and compiling supplementary application materials, letters of support, and other materials as needed.
- The City will cover costs for technical assistance or support provided by other consultants (e.g. engineers).

PROJECT SCHEDULE

This work order spans the City’s 2016 fiscal year, – beginning July 1, 2015 and ending June 30, 2016 or when approved funds have been exhausted, whichever occurs first. The timeline of activities will vary depending on the funding agency, application deadlines and City staff availability.

COST OF SERVICES

We expect to use 630 consultant team hours to conduct the work as described in this scope. Based on a consultant team rate of \$185/hour, the cost to conduct the work in this scope is \$116,550. Direct expenses are estimated to be an additional \$13,000 for travel expenses and project design and rendering fees for a total of \$129,550. Work and expenses will be invoiced monthly, based on a time and materials basis.

CONSULTANT:

CITY OF NEWPORT:

By: 

Tia A. Cavender
President, Chase Park Grants, LLC
P.O. Box 202314
Denver, CO 80220

Date: June 25, 2015

By: _____

City of Newport
169 SW Coast Highway
Newport, OR 97365

Date: _____